AGENDA
City of Monroe

LEGAL & REGULAR SESSION – MARCH 12, 2019, 6:00PM
CITY COUNCIL CHAMBERS CITY HALL

I: ROLL CALL AND DECLARE QUORUM:

II: INVOCATION & PLEDGE OF ALLEGIANCE – MR. ECHOLS:

III: COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

1. Mr. Echols
2. Mrs. Ezernack
3. Ms. Woods
4. Mr. Wilson
5. Mr. Clark
6. Mayor Mayo

IV: **APPROVE MINUTES OF THE LEGAL AND REGULAR SESSION OF FEBRUARY 26, 2019:**
(Public Comment)

V: PRESENTATION:
None.

VI: PUBLIC HEARINGS:
NONE.

PROPOSED CONDEMNATIONS:
Public Comment:
NONE.

VII: ACCEPTANCE OR REJECTION OF BIDS:
(Public Comment)

(a) Accept the bids of Economical Janitorial, New Orleans, LA, Uni Pak, Brooklyn, NY, Fuqua Paper, Ruston, LA and Veritiv, Shreveport, LA for a one (1) year supply contract of Janitorial Paper Products Ref#2019-00000050 as recommended by the Director of Administration as meeting the specifications of this bid. Funds will be derived from the Inventory Account. The Tax & Revenue Division has confirmed that these bidders are tax compliant.

(b) Accept the bids of Century Ready Mix, Monroe, LA, Hobson & Son, Sterlington, LA and the Home Depot, Monroe LA for a one (1) year supply contract of Cement, Concrete, Gravel & Sand Ref#2019-00000051 as recommended by the Director of Administration as meeting the specifications of this bid. Funds will be derived from the Inventory Account. The Tax & Revenue Division has confirmed that these bidders are tax compliant.

(c) Accept the bids of Peregrine Corporation, Monroe LA, Fuqua Paper, Ruston LA and Parker Wholesale, Bastrop LA for a six-month supply contract of Janitorial Products Ref#2019-00000052 as recommended by the Director of Administration as meeting the specifications of this bid. Funds will be derived from the Inventory Account. The Tax & Revenue Division has confirmed that these bidders are tax compliant.

VIII: RESOLUTIONS AND MINUTE ENTRIES:

1. Council:

Public Comment:

(a) Adopt a Resolution granting an exception to the Open Container Ordinance to the American Red Cross of Northeast Louisiana Chapter Fund Raiser (the Bash) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto.

(b) Adopt a Resolution granting an exception to the Open Container Ordinance to the Children's Coalition of NELA (Bayou DeSiard Dragon Boat Festival) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto.

(c) Adopt a Resolution granting an exception to the Open Container Ordinance to the Downtown Monroe Alliance (Downtown River Jam Piano Bar) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto.

(d) Adopt a Resolution granting an exception to the Open Container Ordinance to the Downtown Monroe Alliance (DeSiard Street Market Place) pursuant to Monroe City Code Sec. 12-231 D. (Open Container Ordinance), and further providing with respect thereto.

2. Department of Administration:
Public Comment:
None.

3. Department of Planning & Urban Development:

Public Comment:

(a) Consider request from Glory Church for a Major Conditional Use Permit authorizing the use of the existing structure (2332 Sterlington Road, Geneva Plaza) for worship and bible study. The Comprehensive Zoning Ordinance allows a house of worship/church as a Major Conditional Use in the B-3, General Business/Commercial District. Major Conditional Uses are those uses that require another level of approval, therefore this request comes before the City Council for their approval in addition to that of the Planning Commission.

4. Legal Department:
Public Comment:
None.

5. Mayor's Office:

Public Comment:

(a) Adopt a Resolution authorizing Mayor James E. Mayo to apply for and accept a grant from Keep Louisiana Beautiful and further with respect thereto.

6. Department of Public Works:

Public Comment:

(a) Adopt a Resolution authorizing the acceptance of the quote from Reeder Distributors, Inc. for an order of heavy duty mobile bus lifts in the Monroe Transit Department and further providing with respect thereto.

(b) Adopt a Resolution authorizing the acceptance of the bid from ETA Transit for the order of an Intelligent Transportation System Base Architecture System in the Monroe Transit Department and further providing with respect thereto.

7. Department of Community Affairs:

Public Comment:

(a) Adopt a Resolution authorizing Mayor James E. Mayo, through the Louisiana Trust for Historic Preservation and the Cooley House Foundation, to apply for and accept a grant from the National Trust for Historic Prevention and further with respect thereto.

8. Police Department:
Public Comment:
None.

9. Fire Department:
   Public Comment:
   None.

10. Engineering Services:

    Public Comment:

(a) Adopt a Resolution accepting as substantially complete work done by and between the City of Monroe and Dixie Overland Construction, LLC, for the Levee Drive Water Valve Replacements Project, and further providing with respect thereto.

(b) Adopt a Resolution authorizing James E. Mayo, Mayor, to enter into an agreement with Smith R/W Specialist, LLC for services related to the acquisition of right of way for the Oregon Trail Flood Wall Protective Levee Project, and further providing with respect thereto.

(c) Adopt a Resolution authorizing James E. Mayo, Mayor, to enter into an agreement with Michael A. Graham, MAG Enterprises, Inc., for services related to the appraisal of easements and rights of way for acquisition for the Oregon Trail Flood Wall Protective Levee Project, and further providing with respect thereto.

BREAK IF NEEDED:

IX: INTRODUCTION OF RESOLUTIONS & ORDINANCES:

Public Comment:

(a) Introduce an Ordinance adopting and amending the Zoning Map for the City of Monroe, Louisiana and authorizing the Clerk to publish notice of a Public Hearing to the Zoning Map to zone a ±.13 acre tract of land presently located in Ouachita Parish from B-1, Neighborhood Mixed Use District to B-3, General Business/Commercial District and is more particularly described as follows: **Lot in Square 38, Filhiol's 1st Addition. And otherwise known as 1011 DeSiard Street - APPLICANT: Benny Collins** – (P&Z)

(b) Introduce an Ordinance amendment to Chapter 37, Zoning, of the Code of the City of Monroe, Article III Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses to add the "Light Manufacturing" as a Permitted Use in the B-3, General Business/Commercial District. (P&Z)

(c) Introduce an Ordinance adopting a Budget of Revenues and providing for an estimate of items and expenditures for the fiscal year 2019-2020. (Admin.)

(d) Introduce an Ordinance adopting a Capital Improvements Program for the City of Monroe and providing for a detailed statement of the contents for a five (5) year period from May 1, 2019 to April 30, 2024. (Admin.)

X: RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION AND SUBJECT TO PUBLIC HEARING:

Public Comment:
None.

XI: CITIZENS PARTICIPATION:

XII: ADJOURN.

Monroe City Council Legal and Regular Session
February 26, 2019
6:00 p.m.
City Council Chambers-City Hall
MINUTES

There was a legal and regular session of the City Council of the City of Monroe, Louisiana held this date, February 26, 2019, at the Council's regular meeting place, 400 Lea Joyner Memorial Expressway, City Council Chambers/City Hall Building, Monroe, Louisiana.

The Honorable Gretchen Ezernack, Chairwoman, called the meeting to order and asked the Council Clerk, Ms. Carolus Riley to call the roll.

Council members present for roll call: Mrs. Gretchen Ezernack, Ms. Juanita Woods, Mr. Kenneth Wilson.

Council members absent: Mr. Michael Echols, Mr. Eddie Clark.

Chairwoman Ezernack declared a quorum.

The Invocation and Pledge of Allegiance were led by Mayor Mayo.

COMMUNICATIONS & SPECIAL ANNOUNCEMENTS:

Mrs. Ezernack welcomed each one present and asked that all cell phones be silenced and to refrain from having side conversations, as they can be distracting due to the acoustics in the chamber.

1. Ms. Woods welcomed and thanked each one for their attendance; she thanked the citizens of district three for the turnout of the massive cleanup, including Mayor Mayo, Mr. Greg Smith, Ouachita Green; there were so many people that they didn't have enough grabbers and vests for everyone; she thanked Coach Washington and the Carroll High Football team who showed up in record numbers; she thanked Rev. A. B. Johnson, Rose of Sharon Baptist Church family, Pastor Ricky James, Zion Spring Baptist Church, and Ms. Gospel, of Public Works brought her youth and it was a wonderful event; the next cleanup is scheduled for Saturday, March 16, the rally point will be at Rose of Sharon Baptist Church; she thanked Creed and Creed, and SEDD for refreshments; she thanked Chief Ellis and the police department for the downward spiral of crime in the city; any loss of life is not good and it is good that the crime rate is down; she acknowledged the Bengal Belles of Neville High School along with Ms. Jessica Smith's appearance on the Today Show in New York City performing the choppa style dance.

2. Mr. Wilson welcomed and thanked all for attending; he thanked Ms. Golden and engineering for the speed controls on Texas Avenue and South 8th Street going south and look forward to having some on the north of Texas Avenue and South 8th Street. Mr. Wilson stated to the community, to SEDD and for the record, that he has always supported SEDD and have never voted against SEDD; he thanked Mayor Mayo for his text message and others for their calls and he did receive their voicemails; he said one of the things that he has a problem with is introducing something to the public without having public meetings throughout all the districts, particularly districts three, four and five; he said the public and the districts of three, four and five were so nice and kind to us a few months ago to pass a hotel tax; he said speaking as Kenneth Wilson, he thinks that if we are good stewards over the dollars that SEDD already have and the public see that you are good stewards, then you can go back for more, but right now that has not happened and do think they need to back up a little bit and think about the whole entire district, South Monroe; he said the governor was nice and knowing that it is not a new tax and understand it is a tax that is laying dormant; he asked that we should give the people a breather to have the tax off the books and that are now talking about putting it back on the books and we need to give the citizens of South Monroe, as the tax will go toward South Monroe to give them a breather and let's be good stewards over the money that we have; he said he would be in favor of the Mayor taking the economic development fund and putting a quarter of a million dollars into the budget for five to seven years for SEDD and will support that, but will not support putting another tax and although do know it is not a new tax, but would not support putting a tax on the people until we are good stewards over the money that we have.

3. Mayor Mayo stated he would take a deep swallow with the last comment by Councilman Wilson and do appreciate them, but the bottom line is the economic development fund does not have a quarter of a million dollars in the fund, but do respect his position on this; Mayor Mayo stated concerning the Bengal Belles of Neville High School it is great and anytime you have young people from our community, city that is performing in the manner which they are, it is significant and to get national and international attention is huge and do have a god daughter that's a part of the Bengal Belles and are very proud and it's another reason to be Monroe Proud. He stated the State of the City address was outstanding and the crowd, do appreciate the employees and those who attended; he said there would be a series of meetings throughout the city and have identified ten meetings

that he will have and are working on the dates, and have had these before with Administration, Council having them in the districts; these meetings will be administrative meetings and council if they are wanting to be there, to have an opportunity to give out information and it will be a listening meeting from constituents, having employees and department heads there to answer any questions.

Mrs. Ezernack stated the State of the City event was held and although the weather was horrendous around the starting time, but the crowd was lively, there were great exhibits from the departments; it was an opportunity to see the departments including fire, police; she asked that the community would try to attend next year; the Council's budget hearing, a public meeting will be held on March 7, 2019 at 4:30 p.m. in Council Chambers and the public is invited to attend.

Upon a motion of Mr. Wilson and seconded by Ms. Woods, the minutes of the Legal and Regular session of February 12, 2019 were approved unanimously. (There were no public comments).

PRESENTATION: None.

PUBLIC HEARINGS: None.

PROPOSED CONDEMNATIONS: Public Comment:

1. 518 Hilton Street (D1) (Owners - Joseph C Varino II, et al c/o George Varino; Rountree Law Office; Joseph C. Varino; Varino & Varino Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to remove from the agenda.

Comments: Ms. Robinson stated it was being removed due to an error in the file and it will be brought back as soon as possible; Mr. Jim Rountree stated he represented Mr. Varino and they are trying to straighten out the title and they will pay for the demolition when they get the 3/18th interest. Ms. Robinson asked that he would contact her in the morning.

2. 2918 Seal Street (D3) (Owners - James E. Lawson; OPPJ) Upon a motion by Ms. Woods, second by Mrs. Ezernack and unanimously approved for property owner to be given 30 days or March 27, 2019, in which to bring the structure into compliance with the code or demolish the structure and clean the lot. (There were no public comments)

Comments: Ms. Robinson said it has been before environmental court and code enforcement has spoken to Ms. Lawson and it is blighted property, has been boarded up and it is breaking apart with a collapsed roof. Ms. Woods asked how can the property owner who doesn't have funds have it demolished; Ms. Baldwin said a lien would be placed on the property; Ms. Woods asked what happens then if she has other property that she needs to pay property taxes on; Ms. Baldwin said it would not affect that property. Mr. Wilson asked how the property owner could apply for the demolition grant. Ms. Downs said they received funding last week and will work with her to see what they can do and it's the fiscal year 2018, CDBG and Home money.

ACCEPTANCE OR REJECTION OF BIDS: Public Comment

(a) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Accept the proposal of Tyler Technologies for Imaging Software for the Information Technology Division of the Administration Department Ref#2019-00000047 as recommended by the Director of Administration as meeting the specification for this proposal. Funds will be derived from the MIS Maintenance and Rental Account. The Tax & Revenue Division has confirmed that this bidder is tax compliant. (There were no public comments).

RESOLUTIONS AND MINUTE ENTRIES:

Council: Public Comment: None.

Department of Administration: Public Comment:

(a) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Consider an Application by Marquita Whitfield dba Treasure's Bar & Lounge LLC, 1010 Winnsboro Road, Monroe, LA 71202 for a Renewal 2019 Class A Alcoholic Beverage Permit. The Monroe Police Department has no

disqualifying records and Sales Tax has been Cleared, CO-Cleared, Distance Report Cleared. (There were no public comments).

Department of Planning & Urban Development: Public Comment:

(a) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7375, authorizing James E. Mayo, Mayor, to enter into and execute a contract by and between the City of Monroe and BJ Washington Complex in the amount of $56,580.00 from CDBG b-17-mc-22-0005, and further providing with respect thereto. (There were no public comments).

Comments: Mr. Wilson thanked Ms. Seletta McClinton for her work and the work of the staff for an outstanding job at BJ Washington.

(b) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7376, authorizing James E. Mayo, Mayor, to enter and execute a memorandum of understanding (contract) by and between the City of Monroe and United Way in the amount of $25,000.00 from CDBG b-18-mc-22-0005, and further providing with respect thereto.

Comments: Mrs. Janet Durden thanked the city for the CDBG funds, and the efforts of United against Homelessness is a community collaborative effort of nonprofits, faith based and governments to address homelessness in Northeast Louisiana. Mrs. Ezernack thanked Ms. Durden and United Way for taking the lead in this effort; Ms. Woods thanked her for the efforts.

(c) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7377, authorizing James E. Mayo, Mayor, to enter into and execute a change order#1from housing rehabilitation contract by and between the City of Monroe and 1501 South College Avenue (Wilson Enterprise) in the amount of $1,595.00 from CDBG b-16-mc-22-0005-e-409, and further providing with respect thereto. (There were no public comments).

(d) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7378, authorizing James E. Mayo, Mayor, to enter into and execute a change order#1from housing rehabilitation contract by and between the City of Monroe and 1603 South 8th Street (Bright Construction) in the amount of $1,884.00 from CDBG b-16-mc-22-0005-e-409, and further providing with respect thereto. (There were no public comments).

(e) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7379, rescinding resolution #7357 authorizing James E. Mayo, Mayor to enter in a housing rehabilitation contract by and between the City of Monroe and 4308 White Street (Bright Construction) in the amount of $30,371to from CDBG b-17-mc-22-0005-e-408, and further providing with respect thereto. (There were no public comments).

(f) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7380, authorizing James E. Mayo, Mayor, to enter into and execute a housing rehabilitation contract by and between the City of Monroe and 4308 White Street (Bright Construction) in the amount of $36,000.00 from CDBG b-16-mc-22-0005-e-405, and further providing with respect thereto. (There were no public comments).

Comments: Ms. Woods stated information was sent to her and she received a call from the family; she asked if the family had been notified and if they knew that this was taking place; Ms. Downs said they are fully aware as of November when they initially met with them and they were continuously contacted about the update and progress of where they need to be; Ms. Woods said the family will call her back; Ms. Downs said they can contact their office and they are in constant contact with the homeowners. Mr. Wilson asked in reference to the CDBG funds to United Way, how could other nonprofits apply for the funds; Ms. Downs said they have a pre proposal conference they offer every year, and an ad is placed in the paper and do contact interested nonprofits so that they can apply; Mr. Wilson asked that she send him an email so that he could notify nonprofits. Ms. Woods asked when the process was done; Ms. Downs said the communication to nonprofits are done every fiscal year before receiving funding and last week they received funding for fiscal year 2018, HUD is working a year behind.

(g) ADD-ON: Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to add to the agenda a Resolution authorizing James E. Mayo, Mayor, to piggyback off of the Ouachita Parish Police Jury for

the purchase of health and safety equipment (Four) (4) life Pak 15 V4 monitors) by and between the City of Monroe (The fire Department) and Physio-Control, Inc. in the amount of $156,159.62 from CDBG B-17-MC-22-0005, and further providing with respect thereto. (There were no public comments).

Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to adopt Resolution No. 7381, authorizing James E. Mayo, Mayor, to piggyback off of the Ouachita Parish Police Jury for the purchase of health and safety equipment (Four) (4) life Pak 15 V4 monitors by and between the City of Monroe (The fire Department) and Physio-Control, Inc. in the amount of $156,159.62 from CDBG B-17-MC-22-0005, and further providing with respect thereto. (There were no public comments).

Comments: Ms. Hill explained the CDBG funds remained from fiscal year 2017 and have been notified from HUD they were still there and are buying the fire department something they need and this equipment is making the fire department compatible with the new ambulance service; Chief Williams explained the equipment was cardiac monitors and they don't have any currently on their trucks and the monitors will give them the ability to perform to their skill level.

Legal Department: Public Comment:

(a) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7382, authorizing James E. Mayo, Mayor, to execute a Professional Services Agreement with Brilliant Efficiencies for Implementation of Services related to the Statewide Energy Efficiency Program and further providing with respect thereto. (There were no public comments).

Mayor's Office: Public Comment: None.

Department of Public Works: Public Comment:

(a) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7383, authorizing James E. Mayo, Mayor, to execute a Professional Services Agreement with LJA Engineering Inc. relating to Storm Water Management Program Implementation Services and further providing with respect thereto. (There were no public comments).

(b) ADD-ON: Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to add to the agenda a Resolution authorizing James Mayo, Mayor, to enter into and execute an agreement between the City of Monroe and Eagle Airport Markings, Inc. for the removal of rubber on runway 4/22 at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

Comments: Mrs. Ezernack asked for an explanation of each add on; Mr. Ron Phillips, Airport Director explained the first item was for removal of rubber on the runway; the second is for restriping the runway; the third is for contracting service to assist with the debt program and the FAA grant applications; the fourth is for extending the secondary runway and will advertise.

Upon a motion by Mrs. Ezernack, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7384, authorizing James Mayo, Mayor, to enter into and execute an agreement between the City of Monroe and Eagle Airport Markings, Inc. for the removal of rubber on runway 4/22 at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

(c) ADD-ON: Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to add to the agenda a Resolution authorizing James Mayo, Mayor, to enter into and execute an agreement between the City of Monroe and Eagle Airport Markings, Inc. for the restriping of runway 4/22 at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7385, authorizing James Mayo, Mayor, to enter into and execute an agreement between the City of Monroe and Eagle Airport Markings, Inc. for the restriping of runway 4/22 at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

(d) ADD-ON: Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to add to the agenda a Resolution authorizing Monroe Regional Airport to advertise for bids for the professional on-call

planning consultant services at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7386, authorizing Monroe Regional Airport to advertise for bids for the professional on-call planning consultant services at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

(e) ADD-ON: Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to add to the agenda a Resolution authorizing Monroe Regional Airport to advertise for the bids of runway construction of runway 14-32 phase 2 at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7387, authorizing Monroe Regional Airport to advertise for the bids of runway construction of runway 14-32 phase 2 at the Monroe Regional Airport, and further providing with respect thereto. (There were no public comments).

Department of Community Affairs: Public Comment:

(a) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7388, authorizing the acceptance of a donation of a Mobile Library Receptacle from Amelia Campbell and further providing with respect thereto.

Comments: Ms. Amelia Campbell, donor explained her donation was a portable book mobile to be placed in Charles Johnson park to provide free books to the community. Mrs. Ezernack and Council members thanked Ms. Campbell for her generosity.

Police Department: Public Comment:

(a) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Consider request from the Monroe Police Department for Council approval to purchase five (5) Ford vehicles off state contract. The State Contract vendor is Courtesy Ford and Bill Hood Ford. The estimated cost of five (5) vehicles and equipment is $111,448.28. Funds for this purchase will be derived from the Police Department Capital Account. (There were no public comments).

Fire Department: Public Comment:

(a) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7389, authorizing James E. Mayo, Mayor, to apply for and accept a grant from Firehouse Subs Public Safety Foundation on behalf of the Monroe Fire Department for funding to pay for ten (10) complete sets of firefighter personal protective equipment. (There were no public comments).

Engineering Services: Public Comment:

(a) Upon a motion by Mrs. Ezernack, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7390, authorizing the Purchasing Manager to advertise for bids on Pargoud Lift Station Force Main Relocation Project. The estimated cost of this project is $253,726.00. The DBE goal is 7.27% and source of funds Capital Infrastructure Funds & DEQ loan funds. (There were no public comments).

(b) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Adopt Resolution No. 7391, authorizing James E. Mayo, Mayor, to execute Change Order No. Two (2) to the City Street Striping Phase III Contract, between the City of Monroe and Stripe-A-Zone, LLC, for an increase in the contract time of thirty (30) days and further providing with respect thereto. (There were no public comments).

(c) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Adopt Resolution No. 7392, authorizing James E. Mayo, Mayor, to execute Change Order No. One (1) to the Various Bridge Repairs Phase III Contract, between the City of Monroe and C W & W Contractors, Inc., for an increase in the contract amount of $87,036.30 and an increase in the contract time of sixty (60) days and further providing with respect thereto. (There were no public comments).

Monroe City Council Legal and Regular Session
February 26, 2019
6:00 p.m.
City Council Chambers-City Hall
MINUTES

INTRODUCTION OF RESOLUTIONS & ORDINANCES: Public Comment: None.

RESOLUTIONS AND ORDINANCES FOR SECOND READING AND FINAL ADOPTION AND SUBJECT TO PUBLIC HEARING: Public Comment:

(a) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Finally adopt Ordinance No. 11,917, adopting and amending the Zoning Map for the City of Monroe, Louisiana to rezone a ±6.3 acre tract of land, more or less, from B-4, Heavy Commercial District to R-4, High Density Multi-Family Residential District, presently located in Ouachita Parish and more particularly described as follows: **Lots 1-20, Square 8, Commerce Realty Resubdivision of Square 1, 8 & 9 Roselawn Addition #2. And otherwise known as 1201 Stubbs Avenue - APPLICANT: Prime Time Family (MA 103-19) (P&Z)**

Chairwoman Ezernack opened the public hearing and seeing no one come forward, the hearing was declared closed.

(b) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Finally adopt Ordinance No. 11,918, authorizing James E. Mayo, Mayor, to execute a Lease Agreement with Acadian Ambulance Service, Inc and the City of Monroe and further providing with respect thereto. (MFD)

Chairwoman Ezernack opened the public hearing and seeing no one come forward, the hearing was declared closed.

(c) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Finally adopt Ordinance No. 11,919, declaring an Emergency necessitating immediate repair to the #3 high service motor and pump at the Water Treatment Plant, and further providing with respect thereto. (Public Wks.)

Chairwoman Ezernack opened the public hearing and seeing no one come forward, the hearing was declared closed.

(d) Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to Finally adopt Ordinance No. 11,920, declaring the failure of Influent Pump #3 at the Water Pollution Control Center an Emergency necessitating immediate repair and further providing with respect thereto. (Public Wks.)

Chairwoman Ezernack opened the public hearing and seeing no one come forward, the hearing was declared closed.

(e) Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Finally adopt Ordinance No. 11,921, declaring the repairs to the diesel engine at the Hawes Storm Water Station an Emergency necessitating immediate repair and further providing with respect thereto. (Public Wks.)

Chairwoman Ezernack opened the public hearing and seeing no one come forward, the hearing was declared closed.

(f) ADD-ON: Upon a motion by Mr. Wilson, second by Ms. Woods and unanimously approved to add to the agenda an Ordinance declaring the break in the 20" water main located at Louberta Street and emergency necessitating immediate repair and further providing with respect thereto. (There were no public comments).

Upon a motion by Ms. Woods, second by Mr. Wilson and unanimously approved to Finally adopt Ordinance No. 11,922, declaring the break in the 20" water main located at Louberta Street and emergency necessitating immediate repair and further providing with respect thereto.

Chairwoman Ezernack opened the public hearing and seeing no one come forward, the hearing was declared closed.

Ms. Woods thanked Mr. Benton and his group for responding very timely and working diligently to get the water and pressure restored for the Louberta Street area.

Monroe City Council Legal and Regular Session
February 26, 2019
6:00 p.m.
City Council Chambers-City Hall
MINUTES

CITIZENS PARTICIPATION:

1. Adam Parker, Attorney, works with SEDD and stated he wanted to address and answer any questions there may be about a resolution that was offered on Friday; he thanked the city attorney for their help. He recounted the history of where they were and why the resolution approval was requested from the City Council, stating in 2001 Senator Jones introduced legislation creating the Southside Economic Development District, originally the governing board was the Monroe City Council and it was changed to the Board of Commissioners of SEDD and for a number of years it sat dormant; a few taxes were introduced including the hotel tax as referenced by Councilman Wilson, and it was passed in 2018 and moved on to a sales tax after renewing the clean penny that fell off from the state legislature, fifty five one hundredths of a cents sales tax election was attempted to be called in December and it was withdrawn before consideration by the bond commission and then moved on to the May election because that was the next feasible timeframe; he said approval of the council is not legally required under the statutes and the law creating the district, and it was discussed with the attorney general's office, the bond commission staff and in doing research on the citizens input and the council is of value; he said their discussions with the state bond commission on last Thursday were they considered the item, recommended that they get approval of the city council to call the election and to say nothing about whether you are for or against the tax, but to simply call the election and allow the voters to decide whether or not they want the additional sales tax for the projects that the district is pursuing; and there is a March 11 ad hoc meeting and there are a number of folks that may yield their balance of time to him for questions and will be happy to keep it short, it's your prerogative obviously, you're the council. Mr. Parker stated, they were required to get a city council approval prior to the March 11, 2019 ad hoc meeting and would be added on to the ad hoc meeting and still make the May election date, if get the city council approval and there are only two ways to do it, today if there is a unanimous action by the council to add the resolution to the agenda or if an emergency meeting or special meeting is called by the Mayor. Mr. Adams stated it is an eight year tax and there are a number of items that the district has identified that are based on the comprehensive master plan; it is access to interstate 20, there are some projects associated with that and Charles Theus, Executive Director can speak more about some changes to the conference/community center that the southside is interested in constructing, changes and improvements to pedestrians sidewalk and bridge, the lending program, purchase of land for an entertainment district that the southside is interested in developing; the way that the call of the election is written is fairly broad and it's designed to give the southside flexibility after community input, if the tax isn't passed through voters and they decide they don't want it, then ultimately there will be no revenue stream and there will be no bonds issued to fund some of the projects and this is done intentionally so that if the southside could pursue projects and have some flexibility and consultation with council and it's community members; he said he wanted to be present as a resource to answer questions council may have and to walk through the procedures they have gone through to get it to this point. Mrs. Ezernack asked if any one had any questions and thanked him.

2. Charles Theus, SEDD, asked everyone who was in support of Southside to stand up; he said he wanted to make sure that you guys understand that we just didn't do this out of a whim, wanted to make sure and it's not necessary that we come before you, but out of respect for Brother Kenny and others, Ms. Woods and wanted to make sure that you guys have a say; he said this is the reason he was here the last time and asked if you had any questions; he said he has had public meetings with Ms. Woods and have invited others, but having a delay and are having some public meetings out of respect for Mr. Wilson, who told Ms. Gladys yesterday; he said he want to start having some public meetings and the first one is scheduled and do have a flier designed and will probably give it out because Councilman Wilson's support is vital and necessary and do respect him and he has voted with them 100 per cent and then if there is anything else, would like to meet with you and talk with you about your concerns because definitely can't lose Councilman Wilson; and will ask that you reserve your opinion until they start having public meeting and getting the public out and will do as asked and will try to meet everything that has been asked and without delay, thank you.

3. Mr. Charles Jones, (additional time was yielded from Mr. Earl Davis to Mr. Jones), Mr. Jones stated it was the first time anyone has yielded anything to him, and thanked him; he stated, this has been a long time coming and began the process that was mentioned and believe it was back in 2001, to attempt to try to empower the southside of Monroe from an economic development perspective; he said when he was in the Senate, they voted to create the Armand District, voted to create the I-20 District, voted to create all of the economic development districts over the last 30 years and the creation of the Southside Economic Development District was designed to create an opportunity, the nexus of it was to create an opportunity for economic development in the southside of the city and asked that it be supported.

There being no further business to come before the Council, the meeting was adjourned at 7:01 p.m., upon a motion of Ms. Woods and seconded by Mr. Wilson. (There were no public comments)

Mrs. Gretchen Ezernack
Council Chairwoman

Ms. Carolus S. Riley
Council Clerk

Ms. Jacqueline Benjamin
Council Secretary

***For extended details on the Council meeting please call the Council Clerk, Monday-Friday at 329-2252; also, a recording of the minutes can be sent via email to you.**

CITY OF MONROE, LOUISIANA
MAYOR - COUNCIL GOVERNMENT

March 04, 2019
Department of Administration

Mayor James E. Mayo

Mrs. Stacey Rowell.
Director of Administration

Mrs. Carolus Riley
City Clerk

Bids were received and opened on February 14, 2019 for a one- year supply contract of Janitorial Paper Products Ref # 2019-00000050. A total of fifteen (15) bid packs were mailed and eight (8) bid responses was received from Veritiv Operating Company, Shreveport, La, Fuqua Paper , Ruston, La, Parker wholesale, Bastrop, La, Guy Paper, West Monroe, La, Economical Janitorial, New Orleans, La, Central Poly, Linden, Nj, All American Poly, Piscataway, Nj and Unipak, Brooklyn, Ny Each of the bidder responses meet the specifications of this bid.

The Administration Department and Purchasing Division recommends that this bid be awarded on a split low basis to Economical Janitorial, New Orleans, La, Uni Pak, Brooklyn, Ny, Fuqua Paper, Ruston, La and Veritiv, Shreveport, La. Funds will be derived from the Inventory Account 1000 1410.001. Tax & Revenue Division has confirmed that these bidders are Tax Compliant.

- Veritiv be awarded item # 12
- Fuqua Paper be awarded item # 7, 13
- Economical janitorial be awarded item # 1,2,3,4,5,6,8.
- Uni Pak be awarded item # 9,10,11.

Respectfully yours in Purchasing,

Toney L. Gibson
Buyer

Cc: Mrs. Stacey Rowell, Director of Administration
Mr. Chris Cross, Director of Purchasing

Attachments

Respectfully Submitted,

Toney L. Gibson
02/28/2019

BID TABULATION
JANITORIAL PAPER PRODUCTS 02/14/2019
REF # 2019-00000050

VENDOR	Veritiv	Guy Paper	Fuqua Paper	Parker Whls.
ADDRESS	Shreveport, LA	W. Monroe, LA	Ruston, LA	Bastrop, LA
1.Cups Styrofoam	$28.25	$30.34	$24.75	$25.62
2.Napkins-Dinner	35.65	30.99	29.94	29.95
3.Towel-Hand Jumbo Center Pull	17.90	27.75	17.25	15.70
4.Towel-Hand Multi fold Brown	18.75	15.75	15.53	13.52
5. Towel-Industrial Wipe	NO-BID	41.00	38.60	38.59
6.Towel-Kitchen 2PLy	21.40	17.00	16.94	18.88
7.Can Liners Orange 37x46	21.25	NO-BID	18.35	18.43
8.Toliet Tissue Jumbo	39.45	17.25	17.22	15.52
9.Can Liners Large 38x58	21.95	NO-BID	20.13	20.12
10.Medium-Can Liners	11.20	NO-BID	10.19	10.24
11.Small Can Liners	19.50	NO-BID	17.86	17.94
12.Toliet Tissue	24.20	25.95	25.85	27.22
13. Brown Roll Towels 8"	NO-BID	15.95	15.45	NO-BID

BID TABULATION
JANITORIAL PAPER PRODUCTS 02/14/2019
REF # 2019-00000050

VENDOR	Central Poly	Economical	All American	Uni Pak
ADDRESS	Linden, NJ	New Orleans	Piscataway, NJ	Brooklyn, NY
1.Cups Styrofoam	NO-BID	$22.33	NO-BID	NO-BID
2.Napkins-Dinner	NO-BID	27.04	NO-BID	NO-BID
3.Towel-Hand Jumbo Center Pull	NO-BID	15.90	NO-BID	NO-BID
4.Towel-Hand Multi fold Brown	17.70	13.00	NO-BID	NO-BID
5. Towel-Industrial Wipe	NO-BID	16.30	NO-BID	NO-BID
6.Towel-Kitchen 2PLy	21.70	15.50	NO-BID	NO-BID
7.Can Liners Orange 37x46	30.40	18.40	48.06	18.40
8.Toliet Tissue Jumbo	26.99	14.99	NO-BID	NO-BID
9.Can Liners Large 38x58	18.90	20.20	39.28	18.50
10.Medium-Can Liners	15.90	10.20	23.52	9.75
11.Small Can Liners	13.10	17.90	60.70	12.75
12.Toliet Tissue	42.66	25.50	NO-BID	NO-BID
13. Brown Roll Towels 8"	NO-BID	NO-BID	NO-BID	NO-BID

City of Monroe, Louisiana

Taxation & Revenue Division

Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bi

Today's Date: _____

Business Name: Unypak Corp

List any other names this business has used in the past: —

Business Address: POB 300027 City: Brooklyn State: NY Zip: 112

Contact Name: BRIAN MARCUS Phone: 888-808-5120 X4

Fax No.: 718-677-9371 Email: customercare@unypakcorp.net

City of Monroe Occupational License #: N/A Year: _____

Enter "N/A" if the business is located outside the City of Monroe corporation limits

Has ANY business ever been conducted in Ouachita Parish? Yes (No)

If "YES" complete the following:

Ouachita Parish Sales Tax Account #: BD

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes No (N/A)
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? Yes No (N/A)
☐ Delinquent
☐ Not Registered

Business Cleared?

☐Yes ☒Yes-Conditional: Must Register for Sales Tax within 30 Days ☐No

Signature: Bobbie Davis Date: 2/18/19

KF

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bi

Today's Date: 2/11/19

Business Name: FUQUA PAPER SUPPLY L.L.C.

List any other names this business has used in the past: _____

Business Address: 189 Haddox Rd. City: RUSTON State: LA Zip: 712

Contact Name: Keith Fuqua Phone: 318-255-6691

Fax No.: 318-255-8599 Email: kfuqua@fuquacompanies.com

City of Monroe Occupational License #: N/A Year: _____

Enter "N/A" if the business is located outside the City of Monroe corporation limits

Has ANY business ever been conducted in Ouachita Parish? Yes No

If "YES" complete the following:

Ouachita Parish Sales Tax Account #: 5[illegible]5099001 027157

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes No N/A
☐ Delinquent
☒ No license

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/A
☐ Delinquent
☐ Not Register

Business Cleared?

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: [signature] Date: 2-18-19

4

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bid.

Today's Date: 02/07/19

Business Name: Veritiv Operating Company

List any other names this business has used in the past: Unisource Worldwide Inc.

Business Address: 222 West 63rd St City: Shreveport State: LA Zip: 71106

Contact Name: Tommy Merindino Phone: 318-423-5685

Fax No.: 318-869-0300 Email: TOMMY.Merendino@veritivcorp.com

City of Monroe Occupational License #: N/A Year:
Enter "N/A" if the business is located outside the City of Monroe corporation limits.

Has ANY business ever been conducted in Ouachita Parish? Yes No X
If "YES" complete the following:

Ouachita Parish Sales Tax Account #:

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!

Business has a current City of Monroe occupational license? Yes No (N/A)
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? Yes No (N/A)
☐ Delinquent
☐ Not Registered

Business Cleared?

☐Yes ☐Yes-Conditional: Must Register for Sales Tax within 30 Days ☐No

Signature: Date: 2.18.19

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of t

Today's Date: 2/11/2019

Business Name: Economical Janitorial AND Paper Supplie LL

List any other names this business has used in the past: Economical Janitorial AND Paper Supplies Inc.

Business Address: P.O. Box 83607 City: New Orleans State: LA Zip: 70

Contact Name: Susie Migliore Phone: 504-464-7166 x

Fax No.: 504-465-9563 Email: Susie@economicaljanitoria

City of Monroe Occupational License #: N/A Year: N/A
Enter "N/A" if the business is located outside the City of Monroe corporation limit

Has ANY business ever been conducted in Ouachita Parish? (Yes) No
If "YES" complete the following:

Ouachita Parish Sales Tax Account #: 712145 BD

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes No (N/
☐ Delinquent
☐ No License

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/
☐ Delinquent
☐ Not Registe

Business Cleared?

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Debbie Lewis Date: 2-18-1

CITY OF MONROE, LOUISIANA
MAYOR - COUNCIL GOVERNMENT

Department of Administration

March 4, 2019

Mayor James E. Mayo

Mrs. Stacey Rowell.
Director of Administration

Mrs. Carolus Riley
City Clerk

Bids were received and opened on February 28, 2019 for a one- year supply contract of Cement, Concrete, Gravel & Sand Ref # 2019-00000051. A total of Seven (7) bid packs were mailed and Three (3) bid responses was received from Century Ready Mix, Monroe, La, Hobson & Son, Sterlington, La and The Home Depot, Monroe, La. Each of the bidder responses meet the specifications of this bid.

The Public Works Department and Purchasing Division recommends that this bid be awarded on a split low basis to Century ready Mix, Hobson & Son, The Home Depot. Funds will be derived from the Inventory Account 1000 1410.001. Tax & Revenue Division has confirmed that these bidders are Tax Compliant.

- Century Ready Mix be awarded item # 2,3,7,8,10.
- Hobson & Son be awarded item # 4,5,6,9.
- The Home Depot be awarded item # 1,11.

Respectfully yours in Purchasing,

Toney L. Gibson
Buyer

Cc: Mrs. Stacey Rowell, Director of Administration
Mr. Chris Cross, Director of Purchasing

Attachment

BID TABULATION
CEMENT SAND GRAVEL & CONCRETE
Ref # 2019-00000051
02/28/2019

Vendor	Century Ready Mix	Hobson & Son	Home Depot		
Address	Monroe, LA	Sterlington, LA	Monroe, LA		

1. Sack Cement, Portland	NO-BID	NO-BID	$11.68	
2.Flowable Fill	$105.00	NO-BID	NO-BID	
3.Granite Crush Class 2 Base	$33.50	$35.75	NO-BID	
4. Pea Gravel	$45.00	$29.50	NO-BID	
5. Gravel Class A Rock 3/16-1"	$45.00	$44.50	NO-BID	
6. Gravel Maint. Rock 3/16-1	$45.00	$44.50	NO-BID	
7.Ready Mix Five Sack	$118.00	NO-BID	NO-BID	
8.Ready Mix Six Sack	$123.00	NO-BID	NO-BID	
9. Sand, Flume	$24.50	$24.50	NO-BID	
10.Sand Masonry	$45.00	$46.50	NO-BID	
11.Cement Sack Masonry	NO-BID	NO-BID	$5.54	

City of Monroe, Louisiana

Taxation & Revenue Division

Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bid

Today's Date: 03-04-2019

Business Name: The Home Depot

List any other names this business has used in the past: _____

Business Address: 3750 Millhaven Rd City: Monroe State: La Zip: 7170

Contact Name: Martin D Willis Phone: 318-324-0220
318-324-3487

Fax No.: _____ Email: _____

City of Monroe Occupational License #: _____ Year: _____

Enter "N/A" if the business is located outside the City of Monroe corporation limits.

Has ANY business ever been conducted in Ouachita Parish? Yes No

If "YES" complete the following:

Ouachita Parish Sales Tax Account #: 0353431 (B)

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? (Yes) No N/A
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/A
☐ Delinquent
☐ Not Registered

Business Cleared?

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Robbie Davis Date: 3.5.19

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bi

Today's Date: 2-26-2019

Business Name: Century Ready Mix

List any other names this business has used in the past: _____

Business Address: P.O. Box 4420 City: Monroe State: La Zip: 71

Contact Name: Chip Hunkle Phone: 318-322-4444 ext 152

Fax No.: _____ Email: _____

City of Monroe Occupational License #: _____ Year: _____
Enter "N/A" if the business is located outside the City of Monroe corporation limit

Has ANY business ever been conducted in Ouachita Parish? Yes No
If "YES" complete the following:

Ouachita Parish Sales Tax Account #: 0129024 (B)

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? (Yes) No N/
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/
☐ Delinquent
☐ Not Regist

Business Cleared?

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Bobbie Davis Date: 3-4-19

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of b

Today's Date: 2-26-19

Business Name: HOBSON & SON, LLC

List any other names this business has used in the past: N/A

Business Address: 341 Hwy 2 City: Sterlington State: LA Zip: 712

Contact Name: Casey Hobson Phone: 318-726-5412

Fax No.: 318-726-4208 Email: hobsoncc01@centurytel.net

City of Monroe Occupational License #: N/A Year: _____

Enter "N/A" if the business is located outside the City of Monroe corporation limits

Has ANY business ever been conducted in Ouachita Parish? Yes No

If "YES" complete the following:

Ouachita Parish Sales Tax Account #: _____

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes (No) N/A
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? Yes (No) N/A
☐ Delinquent
☐ Not Registered

Business Cleared?

☐ Yes ☒ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Debbie Davis Date: 3-4-19

CITY OF MONROE, LOUISIANA
MAYOR - COUNCIL GOVERNMENT

March 04, 2019
Department of Administration

Mayor James E. Mayo

Mrs. Stacey Rowell.
Director of Administration

Mrs. Carolus Riley
City Clerk

Bids were received and opened on February 28, 2019 for a six- month supply contract of Janitorial Products Ref # 2019-00000052. A total of twenty (20) bid packs were mailed and four (4) bid responses was received from Peregrine Corporation, Monroe La, Fuqua Paper Supply, Ruston, La, Parker wholesale, Bastrop, La, Guy Paper, West Monroe, La. Each of the bidder responses meet the specifications of this bid.

The Administration Department and Purchasing Division recommends that this bid be awarded on a split low basis to Peregrine Corporation, Fuqua Paper and Parker Wholesale. Funds will be derived from the Inventory Account 1000 1410.001. Tax & Revenue Division has confirmed that these bidders are Tax Compliant.

- Guy Paper was a no bid.
- Fuqua Paper be awarded item # 4,5,6,7,8,9,10,15,16,17,24,25,28,30,32,33,34 35,36,37,39.
- Peregrine Corporation be awarded item # 1,12,21,27.
- Parker Wholesale be awarded item # 3,11,1314,17,18,19,2022,23,26,29,31,38.

Respectfully yours in Purchasing,

Toney L. Gibson
Buyer

Cc: Mrs. Stacey Rowell, Director of Administration
Mr. Chris Cross, Director of Purchasing

Attachments

BID TABULATION
JANITORIAL PRODUCTS REF # 2019-00000052
02/28/2019
2:00 PM

Vendors	Parker Wholesale	Fuqua Paper	Peregrine Corp.	Guy Paper
Address	Bastrop, LA	Ruston, LA	Monroe, LA	W. Monroe, LA

1.AIR Freshener	$1.96	$2.35	.99	No-bid
2.Mob Bowl Acid	.64	.65	.88	
3. Broom Handle Warehouse 60"	5.80	7.15	10.66	
4.Broom Parlor 20 Ounce	5.90	4.00	6.85	
5.Mop Bucket Wire Type	42.40	37.79	62.40	
6.Cleaner Abrasive	1.03	.99	6.69	
7.Deodorant Bowl Hangers	1.90	.62	1.32	
8.Deodorant Urinal Blocks	15.90	5.13	8.56	
9. Deodorant Urinal Screen	15.35	8.50	11.33	
10.Disinfectant Pine Oil	11.62	11.39	11.63	
11.Disinfectant Spray	1.95	2.88	7.65	
12.Floor stripper Non-Ammoniated	26.36	55.35	10.03	
13.Gloves Latex Powder	3.29	3.30	43.60	

BID TABULATION
JANITORIAL PRODUCTS REF # 2019-00000052
02/28/2019 Time 2:00 pm

Vendors	Parker	Fuqua	Peregrine	Guy Paper
Address				

14. Latex Gloves	3.29	3.30	43.60	No-Bid
15.Mop Handle 60" Screw Type	4.60	2.75	4.89	
16.Mop Head Cotton 16 ou	3.10	2.65	4.54	
17.Pads Floor Machine 20" Hi-	15.00	16.00	18.19	
18.Pads Floor Machine 20" White	15.00	16.00	19.73	
19.Pads Floor 20" Stripping	15.00	16.00	19.23	
20.Spray Bottle	1.15	1.15	1.73	
21.Soap Antibacterial	3.92	3.41	2.89	
22. Soap Medicated. Hand	5.20	8.43.	No-bid	
23.Spoons Plastic	4.50	5.50	6.79	
24.Bleach	3.08	2.35	2.74	
25. Warehouse Broom	6.60	5.27	10.70	
26 All Purpose Cleaner Cleaner	5.30	5.46	15.62	

BID TABULATION
JANITORIAL PRODUCTS REF # 2019-00000052
02/28/2019 Time 2:00 pm

Vendors	Parker	Fuqua	Peregrine	Guy
Address				

27.Bathroom Cleaner	2.21	1.99	1.94	No-bid
28.Glass Cleaner	3.82	3.69	5.21	
29.Dishwashing Detergent	5.23	6.50	7.38	
30.Fllor Seal 15% Solid	70.94	46.80	86.03	
31. Mop dust Bracket	5.10	5.95	No-bid	
32.Mop Head 32 oz	7.10	4.70	7.50	
33.Mop Head 32 Oz Screw	5.70	4.70	No-bid	
34. Mop Head 24 oz	5.30	3.75	6.13	
35.Mop head 24 oz Screw	4.60	3.75	No-bid	
36.Mop head 16 Ounce	3.10	2.41	No-bid	
37.Mop Head 5x48	10.10	7.59	18.91	

BID TABULATION
JANITORIAL PRODUCTS REF # 2019-00000052
02/28/2019 Time 2:00 pm

Vendors	Parker	Fuqua	Peregrine	Guy
Address				

38. Soap Hand Pink	4.98	5.20	5.28	No-bid
39. Oil Absorbent	6.76	6.55	8.08	

Respectfully Submitted,

Toney L. Gibson/Buyer
02/28/2019

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bi

Today's Date: 2/28/19

Business Name: Parker Wholesale Paper & Janitorial Suppli

List any other names this business has used in the past: _____

Business Address: 9060 Industrial Dr City: Bastrop State: LA Zip: 7122

Contact Name: Brenda Farrar Phone: 318-281-4293

Fax No.: 318-281-4301 Email: parkerwholesale@bayou.com

City of Monroe Occupational License #: NA Year: _____

Enter "N/A" if the business is located outside the City of Monroe corporation limits

Has ANY business ever been conducted in Ouachita Parish? Yes No

If "YES" complete the following:

Ouachita Parish Sales Tax Account #: 598000

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes (No) N/A
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/A
☐ Delinquent
☐ Not Register

Business Cleared?

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Bobbie Davis Date: 3-4-19

City of Monroe, Louisiana
Taxation & Revenue Division
Mayor - Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bi

Today's Date: 2/21/19

Business Name: Fuqua Paper Supply LLC

List any other names this business has used in the past: _____

Business Address: 189 Haddox Rd City: Ruston State: La Zip: 712

Contact Name: Keith Fuqua Phone: 318-255-6691

Fax No.: 318-230-7730 Email: KFuqua@FuquaCompanies.com

City of Monroe Occupational License #: _____ Year: _____
Enter "N/A" if the business is located outside the City of Monroe corporation limits.

Has ANY business ever been conducted in Ouachita Parish? (Yes) No
If "YES" complete the following:

Ouachita Parish Sales Tax Account #: ~~56-350-99-001~~ 27157

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes (No) N/A
☐ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/A
☐ Delinquent
☐ Not Registered

Business Cleared:

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Bobbi Davis Date: 3-4-19

City of Monroe, Louisiana

Taxation & Revenue Division
Mayor – Council Government

SALES TAX COMPLIANT RESEARCH FORM

Failure to return this completed form will result in "non-consideration" of bi

Today's Date: _____

Business Name: PARAGON CORPORATION

List any other names this business has used in the past: _____

Business Address: 504 N. 17th St. City: MONROE State: LA Zip: 7120

Contact Name: DENNIS ANDRES Phone: 318.998.4122

Fax No.: 318.325.4763 Email: ANDRES@PARAGONSOLUTIONS.COM

City of Monroe Occupational License #: 095245 Year: _____

Enter "N/A" if the business is located outside the City of Monroe corporation limits

Has ANY business ever been conducted in Ouachita Parish? (Yes) No

If "YES" complete the following:

Ouachita Parish Sales Tax Account #: 613586

DO NOT WRITE BELOW THIS LINE!!

FOR TAXATION & REVENUE DEPARTMENT USE ONLY!!!

Business has a current City of Monroe occupational license? Yes (No) N/A
☒ Delinquent
☐ No license

Business is compliant with Ouachita Parish sales tax obligations? (Yes) No N/A
☐ Delinquent
☐ Not Registe

Business Cleared?

☒ Yes ☐ Yes-Conditional: Must Register for Sales Tax within 30 Days ☐ No

Signature: Debbie Dennis Date: 3-4-1

RESOLUTION

STATE OF LOUISIANA NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE AMERICAN RED CROSS OF NORTHEAST LOUISIANA CHAPTER FUND RAISER (THE BASH) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, The American Red Cross of the Northeast Louisiana Chapter applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event fund raiser, "The Bash", to be held Saturday, April 13, 2019. The exception is from 6:30pm until 11:00pm at the AVFlight Hangar #9 at the Monroe Regional Airport, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that The American Red Cross of the Northeast Louisiana Chapter, be and is hereby granted a permit for a special event fund raiser, "The Bash", scheduled for Saturday, April 13, 2019. The exception is from 6:30pm until 11:00pm at the AVFlight Hangar #9 at the Monroe regional Airport. There will be off duty officers assisting with the event. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

American
Red Cross

American Red Cross of Northeast Louisiana
414 Breard Street
Monroe, LA 71201
(318) 323-5141
www.RedCross.org/LA/Monroe

January 24, 2019

Mrs. Carolus Riley
Council Clerk
Monroe City Council
P.O. Box 123
Monroe, LA 71210

Dear Mrs. Riley:

The purpose of my letter is to request an exemption to the Open Container Ordinance for the BASH event held on April 13, 2019, at the Monroe Regional Airport from 6:30 P.M. – 11:00 P.M. at the Avflight Hangar #9. Please be advised that all alcohol and/or alcoholic beverages will be served but not sold. We have our permit from the city for the event and have applied for the state permit.

Please be advised the purpose of the event is for raising funds for the Red Cross which is a 501C (3) organization.

We appreciate the City's efforts in making the event special every year. Please contact me if you have other questions.

Sincerely,

Michelle A Davison

Michelle Davison
Executive Director

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 024821
Jan. 15, 2016 LTR 4205C
53-0196605 000000 00
0001
BODC: TE

AMERICAN NATIONAL RED CROSS
SHARED SERVICES CENTER
% JENNIFER HAWKINS
2025 E ST NW
WASHINGTON DC 20006

020256

Employer Identification Number: 53-0196605
Person to Contact: Laura A. Botkin
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 06, 2016, request for information regarding your tax-exempt status. You have represented that you a a chapter, branch or auxiliary of the American National Red Cross.

Our records indicate that in December 1938, the American National Cross was held to be exempt from Federal income tax under section 101(6) of the Internal Revenue Act of 1938, which now corresponds section 501(c)(3) of the Internal Revenue Code. In a subsequent determination, the American Red Cross was classified as a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(a)(vi) of the Code.

Even though the American National Red Cross was issued an individu ruling, this ruling covers its chapters, branches, and auxiliaries

Donors may deduct contributions to you as provided in section 170 the Code. Bequests, legacies, devises, transfers, or gifts to the or for their use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/11/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh USA Inc. (Philadelphia) 1717 Arch Street Philadelphia, PA 19103 215.246.1000 fax215.246.1399 Attn: Redcross.certrequest@marsh.com CN102834971-ALL-CAS-18-19	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED NORTHEAST LOUISIANA CHAPTER AMERICAN NATIONAL RED CROSS 414 BREARD STREET MONROE, LA 71201	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Old Republic Insurance Company — 24147 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** CLE-006384794-01 **REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			MWZZ 313806	07/01/2018	07/01/2019	EACH OCCURRENCE	$ 5,000,000
	X CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 5,000,000
	X SIR $100,000						MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 5,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 5,000,000
	X POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	$ INCLUDED
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB ☐ OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE	$
	DED ☐ RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE ☐ OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ N/A (Mandatory in NH)						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: BASH SPECIAL EVENT THROUGHOUT THE POLICY PERIOD, 7/1/2018 - 7/1/2019. SPECIFIC DATES INCLUDE 4/13/2019.

CERTIFICATE HOLDER	CANCELLATION
AVFLIGHT ATTN: FIONA BRADFORD 5410 OPERATIONS ROAD MONROE, LA 71203	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee Manashi Mukherjee

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Joanne Melazzo
Client Representative

Marsh USA Inc.
1717 Arch Street
Philadelphia, PA 19103-2797
215 246 1120
www.marsh.com

To Whom It May Concern:

Re: Certificate of Insurance

The enclosed certificate is being sent to you to respond to your recent request.

Please note that the Red Cross has an online Memorandum of Insurance (MOI). The Memorandum of Insurance will provide you with a more efficient way of obtaining information about Red Cross insurance coverage and can be accessed from the following websites:

https://online.marsh.com/marshconnectpublic/marsh2/public/moi?client=168915280

www.redcross.org (the Red Cross public website). Go to the bottom of the page and select:

1) FAQ,
2) Insurance
3) Where can I find evidence of American Red Cross Corporate Insurance?
4) Memorandum of Insurance (link will appear when clicking the above question)
5) View MOI
6) "I accept" the "*Terms and Conditions of Access*" to the portal.

Should you have any questions, the contact person listed on the Memorandum website is available to assist you or you may contact a Risk Management representative from American Red Cross national headquarters at (202) 303-7815.

Memorandum of Insurance

MEMORANDUM OF INSURANCE	DATE 28-Aug-2018

This Memorandum is issued as a matter of information only to authorized viewers for their internal use only and confers no rights upon any viewer of this Memorandum. This Memorandum does not amend, extend or alter the coverage described below. This Memorandum may only be copied, printed and distributed within an authorized viewer and may only be used and viewed by an authorized viewer for its internal use. Any other use, duplication or distribution of this Memorandum without the consent of Marsh is prohibited. "Authorized viewer" shall mean an entity or person which is authorized by the insured named herein to access this Memorandum via https://online.marsh.com/marshconnectpublic/marsh2/public/moi?client=168915280. The information contained herein is as of the date referred to above. Marsh shall be under no obligation to update such information.

PRODUCER	COMPANIES AFFORDING COVERAGE
Marsh USA Inc. ("Marsh")	Co. A Old Republic Insurance Company
INSURED American National Red Cross 17th & D Streets NW Washington District of Columbia 20006 United States	Co. B Factory Mutual Insurance Company Co. C Co D Co. E Co. F

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS MEMORANDUM MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS (LIMITS IN USD UNLESS OTHERWISE INDICATED)	
A	GENERAL LIABILITY Commercial General Liability Claims made	MWZZ313806	01-Jul-2018	01-Jul-2019	GENERAL AGGREGATE	USD 5,000,000
					PRODUCTS - COMP/OP AGG	Included
					PERSONAL AND ADV INJURY	USD 5,000,000
					EACH OCCURRENCE	USD 5,000,000
					FIRE DAMAGE (ANY ONE FIRE)	See Additional Information
					MED EXP (ANY ONE PERSON)	USD 10,000
A A	AUTOMOBILE LIABILITY Any Auto	MWTB313807 MWZX313810	01-Jul-2018 01-Jul-2018	01-Jul-2019 01-Jul-2019	COMBINED SINGLE LIMIT	USD 5,000,000
					BODILY INJURY (PER PERSON)	
					BODILY INJURY (PER ACCIDENT)	
					PROPERTY DAMAGE	
	EXCESS LIABILITY				EACH OCCURRENCE	
					AGGREGATE	
	GARAGE LIABILITY				AUTO ONLY (PER ACCIDENT)	
					OTHER THAN AUTO ONLY:	
					EACH ACCIDENT	
					AGGREGATE	
A A A	WORKERS COMPENSATION/ EMPLOYERS LIABILITY THE PROPRIETOR / PARTNERS / EXECUTIVE OFFICERS ARE Included	MWC313809 MWXS313805 MWFEX313804	01-Jul-2018 01-Jul-2018 01-Jul-2018	01-Jul-2019 01-Jul-2019 01-Jul-2019	WORKERS COMP LIMITS	Statutory
					EL EACH ACCIDENT	USD 1,000,000
					EL DISEASE - POLICY LIMIT	USD 1,000,000
					EL DISEASE - EACH EMPLOYEE	USD 1,000,000
A	Auto Physical	MWTB313807	01-Jul-2018	01-Jul-2019	Actual Cash Value Basis	Comp. Ded. USD

	Damage					1,000 Coll. Ded. USD 1,000
B	Property	1015438	01-Jul-2018	01-Jul-2019	All risks of physical loss or damage, subject to policy exclusions. Deductibles are as scheduled on the policy.	USD 150,000,000

The Memorandum of Insurance serves solely to list insurance policies, limits and dates of coverage. Any modifications here to are not authorized.

MEMORANDUM OF INSURANCE | **DATE** 28-Aug-2018

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PRODUCER	INSURED
Marsh USA Inc. ("Marsh")	American National Red Cross 17th & D Streets NW Washington District of Columbia 20006 United States

ADDITIONAL INFORMATION

Workers Compensation Policy #MWC313809 -
Includes Employers Liability for monopolistic states of North Dakota, Washington, Wyoming, Puerto Rico, and U.S. Virgin Islands.
Specific Excess Workers Compensation Policy #MWXS313805 - American National Red Cross is self-insured for Workers Compensation in the following states:
Alabama, California, Georgia, Massachusetts, Michigan, Missouri, Ohio, Pennsylvania, Tennessee, and Virginia.
The Excess Liability limits are subject to state approved Self-Insured Retentions.

Specific Excess Workers Compensation Policy #MWFEX313804-
American National Red Cross is self-insured for Workers Compensation in the following state: Florida. The Excess Liability limit is subject to a state approved Self-Insured Retention.

As respects to Commercial General Liability Policy #MWZZ313806:
$100,000 SIR applies to the Commercial General Liability Policy

Damage To Premises Rented To You Limit - USD 5,000,000 Any One Premises

Additional Insured - Designated Person or Organization
Who is an Insured (Section II) is amended to include as an insured all persons or organizations where required by contract or agreement, but only with respect to liability arising out of the insureds operations or premises owned by or rented to the insured.

As respects to Commercial Automobile Policy #MWTB313807:

Additional Insured - Where Required Under Contract or Agreement (U917 8/89) -
It is agreed that this insurance is extended to include the interest of others for whom the Named Insured has agreed under contract to provide auto liability insurance. However, the insurance so provided shall not exceed the scope of coverage and/or limits of the policy. Notwithstanding the foregoing sentence, in no event shall the insurance provided exceed the scope of coverage and/or limits required by said contract or agreement.

Lessor - Additional Insured and Loss Payee (CA 2001 10/01) -
A. Coverage
1. Any "leased auto" on file with the carrier will be considered a covered "auto" you own and not a "covered" auto you hire or borrow. For a covered "auto" that is a "leased auto", Who Is An Insured is changed to include as an "insured" the lessor as per on file with the carrier.
2. The coverages provided under this endorsement apply to any "leased auto" on file with the carrier until the expiration date, or when the lessor or his or her agent takes possession of the "leased auto", whichever occurs first.

B. Loss Payable Clause
1. We will pay, as interest may appear, you and the lessor on file with the carrier for "loss" to a "leased auto".
2. The insurance covers the interest of the lessor unless the "loss" results from fraudulent acts or omissions on your part.
3. If we make any payment to the lessor, we will obtain his or her rights against any other party.

C. Cancellation
Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

D. The lessor is not liable for payment of your premiums.

E. Additional Definition
As used in this endorsement:
"Leased auto" means an "auto" leased or rented to you, including any substitute, replacement or extra "auto" needed to meet seasonal or other needs, under a leasing or rental agreement that requires you to provide direct primary insurance for the lessor.

The Memorandum of Insurance serves solely to list insurance policies, limits and dates of coverage. Any modifications hereto are not authorized.

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
APPLICATION FOR PARADE/ SPECIAL EVENT PERMIT

Chief of Police
City of Monroe
Monroe, Louisiana

Dear Sir:

Application is herewith made for a parade/ special event permit, and the following information is furnished as required by the City of Monroe Code:

A) Name, address and telephone number of person seeking to conduct said parade/ special event:

Name: Michelle Davison

Home Address: 628 Albemarle Dr. Shreveport LA 71106 **Telephone** 318-470-7952

Business Address: 414 Breard, Monroe, LA 71201 **Telephone** 318-323-5741

Fax Number: 318-868-4111

B) If the parade/ special event is to be conducted for, on behalf of, or by an organization, the following information is necessary for the issuance of this permit:

Name of Organization: American Red Cross

Organization Address: 414 Breard Ave., Monroe, LA 71201

Telephone Number: 318-323-5741

Name, Addresses, and Telephone Numbers of Organization Heads:

Same as above A & B

C) Name, address and telephone number of person who will be the event chairman (Marshall) and who will be responsible for its conduct:

Name: Michelle Davison

Address: 414 Breard, Monroe, LA 71201 **Telephone:** 318-470-7950

D) "Spectator/ Special Event" Liability Insurance policy will be required for the event. The policy must be in effect for the duration of the event and must be a minimum of Two-Hundred Thousand Dollars ($200,000.00) in coverage:

(A) Name of Insurance Company Old Republic Insurance Company

(B) Name of Insurance Agent Marsh USA

(C) Policy Number MWZ313806

E) Date when event is to be conducted April 13, 2019

IF EVENT IS PARADE, THE FOLLOWING IS REQUIRED:

Starting Point _____

Route to be traveled: _____

_____

Termination Point: _____

Approximate number of person(s) in parade: _____

Approximate number of animals in parade: _____

Type of Animals: _____

Approximate number and description of vehicles in parade: _____

_____

_____

Number of Floats: _____ Number of Marching Units: _____

Parade Assembly Time: _____

Parade Assembly areas (located by streets) _____

_____

Parade Starting Time: _____

Parade Termination Time: _____

State whether parade will occupy all or only a portion of the width of streets to be traveled:

_____

_____

Interval of space between parade units: _____

Maximum Speed: _____ Minimum Speed: _____

Maximum length of parade in miles or fractions thereof: _____

Number of stops to be made and locations: _____

_____

Purpose of Parade: _____

If the parade is designed to be held by, and on behalf of or for, any person other than the applicant for such permit, applicant must file as an attachment hereto written authorization from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf.

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
APPLICATION FOR PARADE/ SPECIAL EVENT PERMIT

Chief of Police
City of Monroe
Monroe, Louisiana

Dear Sir:

Application is herewith made for a parade/ special event permit, and the following information is furnished as required by the City of Monroe Code:

A) Name, address and telephone number of person seeking to conduct said parade/ special event:

Name: Michelle Davison

Home Address: 628 Albemarle Dr. Shreveport LA 71106 **Telephone** 318-470-7952

Business Address: 414 Breard, Monroe, LA 71201 **Telephone** 318-323-5141

Fax Number: 318-868-4111

B) If the parade/ special event is to be conducted for, on behalf of, or by an organization, the following information is necessary for the issuance of this permit:

Name of Organization: American Red Cross

Organization Address: 414 Breard Ave., Monroe, LA 71201

Telephone Number: 318-323-5141

Name, Addresses, and Telephone Numbers of Organization Heads:

Same as above A & B

C) Name, address and telephone number of person who will be the event chairman (Marshall) and who will be responsible for its conduct:

Name: Michelle Davison

Address: 414 Breard Monroe, LA 71201 **Telephone:** 318-470-7950

D) "Spectator/ Special Event" Liability Insurance policy will be required for the event. The policy must be in effect for the duration of the event and must be a minimum of Two-Hundred Thousand Dollars ($200,000.00) in coverage:

(A) Name of Insurance Company Old Republic Insurance Company

(B) Name of Insurance Agent Marsh USA

(C) Policy Number MWZ313806

E) Date when event is to be conducted April 13, 2019

IF EVENT IS PARADE, THE FOLLOWING IS REQUIRED:

Starting Point _____

Route to be traveled: _____

_____

Termination Point: _____

Approximate number of person(s) in parade: _____

Approximate number of animals in parade: _____

Type of Animals: _____

Approximate number and description of vehicles in parade: _____

_____

_____

Number of Floats: _____ Number of Marching Units: _____

Parade Assembly Time: _____

Parade Assembly areas (located by streets) _____

_____

Parade Starting Time: _____

Parade Termination Time: _____

State whether parade will occupy all or only a portion of the width of streets to be traveled:

_____

_____

Interval of space between parade units: _____

Maximum Speed: _____ Minimum Speed: _____

Maximum length of parade in miles or fractions thereof: _____

Number of stops to be made and locations: _____

_____

Purpose of Parade: _____

If the parade is designed to be held by, and on behalf of or for, any person other than the applicant for such permit, applicant must file as an attachment hereto written authorization from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf.

IF THE EVENT IS A FUNCTION OTHER THAN A PARADE, THE FOLLOWING INFORMATION IS REQUIRED:

LOCATION OF EVENT Monroe Regional Airport, AvFlight, Hangar 9

TYPE OF EVENT Gala

APPROXIMATE NUMBER OF PERSONS ATTENDING 900

WILL ALCOHOL BEVERAGES BE SOLD/ CONSUMED: YES X **NO** _____

STARTING TIME OF EVENT 6:30 **ENDING TIME OF EVENT** Midnight

REMARKS: _____

SIGNATURE OF PERSON APPLYING: _____

HOME ADDRESS: 628 Albemarle Drive, Shreveport, LA 71106

BUSINESS ADDRESS: 414 Breard, Monroe, LA 71201

HOME TELEPHONE: 318-470-7450 (cell)

BUSINESS TELEPHONE: 318-626-6009 (direct line)

****ALL PERMITS MUST BE FILLED OUT AND TURNED IN TO THE MONROE POLICE DEPARTMENT AT LEAST TWO (2) WEEKS PRIOR TO THE EVENT****

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
ACTIONS FOR CHIEF OF POLICE

This application for a parade/ special event permit is:

_____(A) Denied for the following reasons:

_____

_____

_____

_____

__✓__(B) Approved subject to all of all of the representations therein made by the Applicant with the following requirements:

_____

_____

_____

_____

_____(C) (Alternative Permit) Approved subject to the following changes and, except as hereinafter changed, subject to all of the represent-action made by the applicant in the above applications:

_____

_____

_____

_____

Monroe, Loulsiana, this 10th day of JAN, 20 19

Approved By: Eugene Ellis
Chief of Police

NOTICE: (A) A signed copy of any approved permit must be carried on the person of the event marshal who shall present it upon the request of any police officer in attendance.

(B) If an alternative permit is issued hereinabove, the applicant, if he desires to accept same, must file a written notice of Acceptance with the Chief of Police two days after notice of the action of an alternative permit.

****PLEASE RETURN THIS FORM WITH APPLICATION****

RESOLUTION

STATE OF LOUISIANA NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE CHILDREN'S COALITION OF NELA (BAYOU DESIARD DRAGON BOAT FESTIVAL) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, The Children's Coalition of NELA applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, a fundraiser "The Bayou DeSiard Dragon Boat Festival", to be held Friday, May 10, 2019 from 5pm until 10pm and Saturday, May 11, 2019 from 9am until 5pm. The exception is at the corner of Loop Road and Forsythe Road, which will be blocked off to traffic, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that The Children's Coalition of NELA, be and is hereby granted a permit for a special event, a fundraiser "The Bayou DeSiard Dragon Boat Festival", scheduled for Friday, May 10, 2019 from 5pm until 10pm and Saturday, May 11, 2019 from 9am until 5pm. The exception is at the corner of Loop road and Forsythe road, which will be blocked off to traffic. There will be off duty officers assisting with the event. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

Attn: Monroe City Council
Fax – 329-3416

This letter serves as a formal request to waive the Open Container Law for the Bayou Desiard Dragon Boat Festival on Friday May 10 from 5:00pm to 10:00pm and Saturday, May 11 from 9:00am to 5:00pm. This event will take place at the corner of Loop Road and Forsythe Road, and the road will be blocked off to traffic, with Monroe Police Department providing security.

Please let me know if you have any questions about this event or if you need any more details. Thanks!

Sincerely,

Cynthia Rodriguez

Children's Coalition for Northeast Louisiana
1363 Louisville Avenue
Monroe, LA 71201
318.323.8775
318.331.2996 cell

Carolus Riley

From: Cynthia Rodriguez <bddragonboats@gmail.com>
Sent: Wednesday, October 17, 2018 6:52 AM
To: ruby.whitfield@ci.monroe.la.us
Cc: Carolus Riley; Sarah Mouton
Subject: 2019 Dragon Boat Festival Open Container request
Attachments: ChildrenCoalition501c3TaxExemptLetter.pdf; ChildrenCoalitionCertLiability.pdf; Monroe PD Special Event Permit - signed.pdf; City Council Letter Dragon Boats 2019.doc

Hi Ms. Whitfield and Ms. Riley,
We are making strides to get an earlier start on our permits for the 2019 Dragon Boat Festival. Please find 4 files in the attachment for your records. Please let me know if you have any questions or needs. We appreciate you allowing the open container waiver to go before to the City Council.

Attachments:
1. 501c3 document
2. Insurance
3. Security Permit signed by Sgt. Tucker
4. Letter to the City Council

Thank you,
Cynthia Rodriguez
Board Member for the Children's Coalition for Northeast Louisiana
331-2996 (cell)

Click here to report this email as spam.

OP ID: BD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/01/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Moreman, Moore & Company, Inc. The Dayton Group, Inc. 1890 HudsonCircle, Suite 7 Monroe, LA 71201 Brian Dayton	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: CHILD-1
INSURED Children's Coalition For Northeast Louisiana Northeast Louisiana 117 Hall Street Monroe, LA 71201	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : National Union Fire/Pittsburgh — 19445 INSURER B : LUBA Workers Comp — 12472 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	GENERAL LIABILITY							
A	[X] COMMERCIAL GENERAL LIABILITY			01LX0136070190	09/25/2018	09/25/2019	EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
A	[X] PL $1mil/$3mil			01LX0136070190	09/25/2018	09/25/2019	PERSONAL & ADV INJURY	$ 1,000,000
	[ ] Abuse $1mil/$3mil			01LX0136070190	09/25/2018	09/25/2019	GENERAL AGGREGATE	$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 3,000,000
	[ ] POLICY [ ] PRO-JECT [ ] LOC							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS						BODILY INJURY (Per accident)	$
	[ ] SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT)	$
A	[X] HIRED AUTOS			01CA0185264621	09/25/2018	09/25/2019		$
A	[X] NON-OWNED AUTOS							$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DEDUCTIBLE							$
	[ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						[X] WC STATU-TORY LIMITS [ ] OTH-ER	
B	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ]	N/A		028000018889118	07/03/2018	07/03/2019	E.L. EACH ACCIDENT	$ 100,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000
A	Employee Theft			01LX0136070190	09/25/2018	09/25/2019	Student	
	$500k/$1k Deductib						Accident	100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Early Head Start: 907 Filhiol 16 students; 300 Winnsboro Road 24 Students;
811 Beverly Street 16 Students; 508 Austin Ave 16 Students;
Hall Steet 16 students

CERTIFICATE HOLDER	CANCELLATION
FYI0000 For Your Info	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE B Dayton

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The ACORD name and logo are registered marks of ACORD

Dragon Boat 2019 Security & Run Meeting

9/11/18

Attendees: Sgt. Tucker, Cynthia Rodriguez, Sarah Mouton, Mike Fronsose, Mark Parish

Friday Night Party and 5K Run

- Monroe PD detail
    - 2 officers will work 4:30p-7:30p as added support for the race
        - 1 more officer than previous year
    - 2 officers will work the entire evening 4:30p-10p
- 5K Run
    - Street route will be entirely closed to traffic for the run, 5:50p-6:50p (race starts at 6p)
    - 1 officer will lead the race and 1 officer will drag
    - 1 officer will be stationed at Forsythe & Loop and 1 office will be stationed at Loop & Westminster

Friday Overnight

- Monroe PD detail
    - 1 officer will work 10p-7:30am – will patrol the close venue grounds and deter boaters from getting near the race course area in the water.

Saturday

- Monroe PD detail
    - 3 officers will work the event, 7:30a-5:30pm
        - 2 officers will be stationed at Forsythe Ave. & Loop Rd. – needed to help direct/hold traffic for patrons crossing the intersection
- Opening Ceremonies 10 am
    - Commence with school band march at the corner of Westminster and Loop. Dragon Boat teams will follow band down Loop Rd. to the intersection.
        - Only the band will continue onto the closed lane of the bridge and preform a song.
- Dragon Boat races 10:30am-4pm
- Clean up 4pm-5:30pm

Road closure Friday 4:30p-Saturday 5:30p

- Loop Rd. Closure – From Forsythe to Westminster
    1. Barricade @ Loop Rd. & Westiminster Ave. (manned on Friday and Saturday)
    2. Barricade @ far end of the Baker's home on Loop Rd. (unmanned)
- Forsythe Ave. Closure – From Bayou DeSiard Country Club to Westminster (at the bridge – past Loop – to the Westminster intersection), right lane (Country Club side)
    1. Barricade @ Loop Rd. & Forsythe Ave. will no longer be in-set at Loop, but protrude on the close Forsythe closed lane. (manned on Friday and Saturday)

2. Barricade @ Loop for the turning lane to Forsythe Ave. toward the festival area. (manned from the intersection on Friday and Saturday)

Parking inside the road closure at Forsythe

- A controlled and limited number of VIP Parking passes will be issued to vendors and event personnel
    - Vehicles will be instructed not to drive Friday during the Run and Saturday during the Opening Ceremony. Any other times, driving and parking is permitted with caution.
        - The school band will be allowed into the restricted festival area at Westminster and Loop to off load and reload students on Saturday morning 9am-11am
    - No vehicles will be allowed to drive between Guy Campbell's home and the far end of Baker's home when Loop Rd. is closed.
    - VIP Pass Parking spaces
        - Along the brick wall of Guy Campbell's home (mud permitting)
        - Past the Baker's home to Westiminster Ave.

Additional Notes:

- Monroe PD will notify the diving team we need their boat and services again this year for the race on Saturday
- Arcadia won bid to take over AMR services starting January 2019
- Cynthia will notify the Monroe Fire Department about the event days and details
- OSPO may have lights we can use Friday evening to illuminate Guy's lawn
- Monroe PD may have metal barricades we can have stationed down by the dock to prevent people from getting into the water. (Cynthia will confirm if needed)
- Monroe PD detail – should only pay the established rates $30 when no alcohol is being served/ $35 when alcohol is being served.
- Festival will disallow bikers and golf carts to be road inside the festival area.
    - People can bike to the festival area, but need to dismount at barricade points.

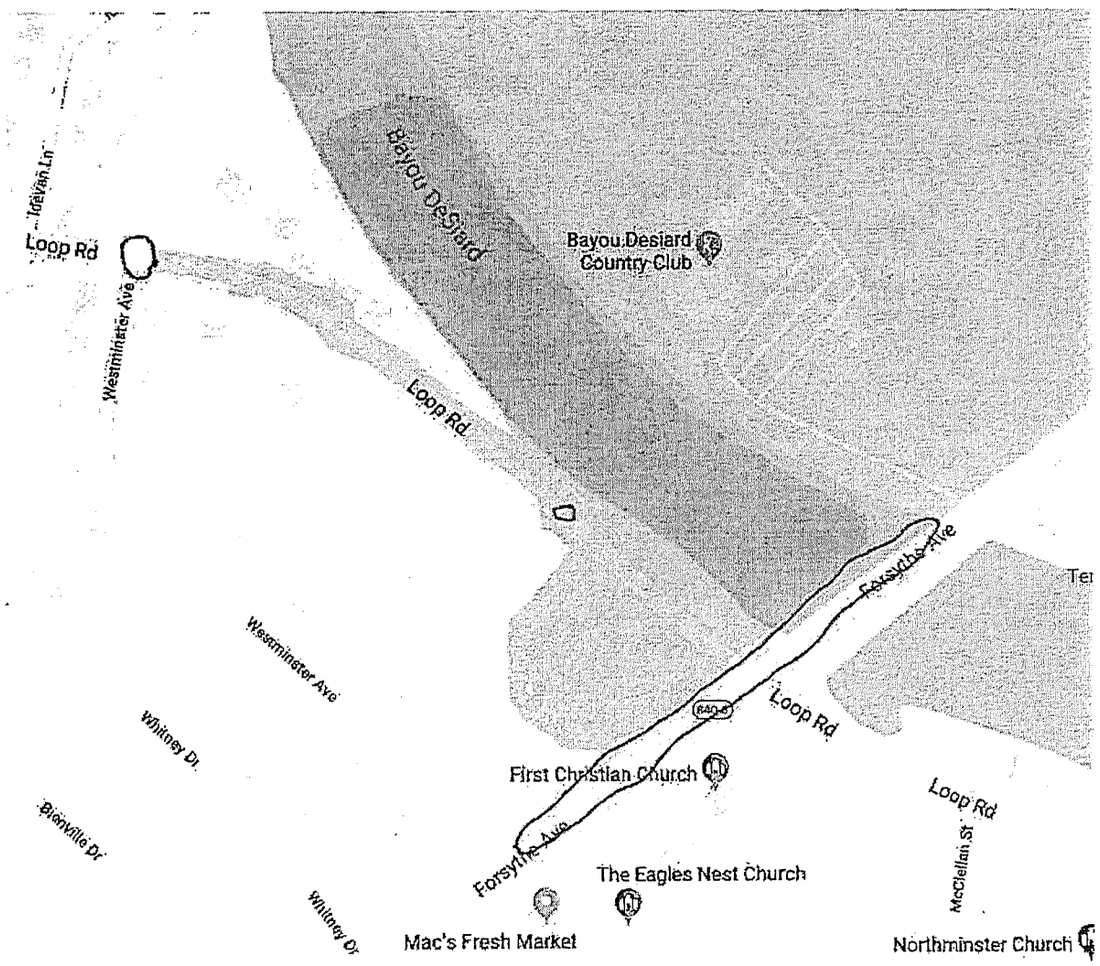
Festival Area Map for blockades and offers stations

Map Legend:

Yellow highlight = Festival area on land

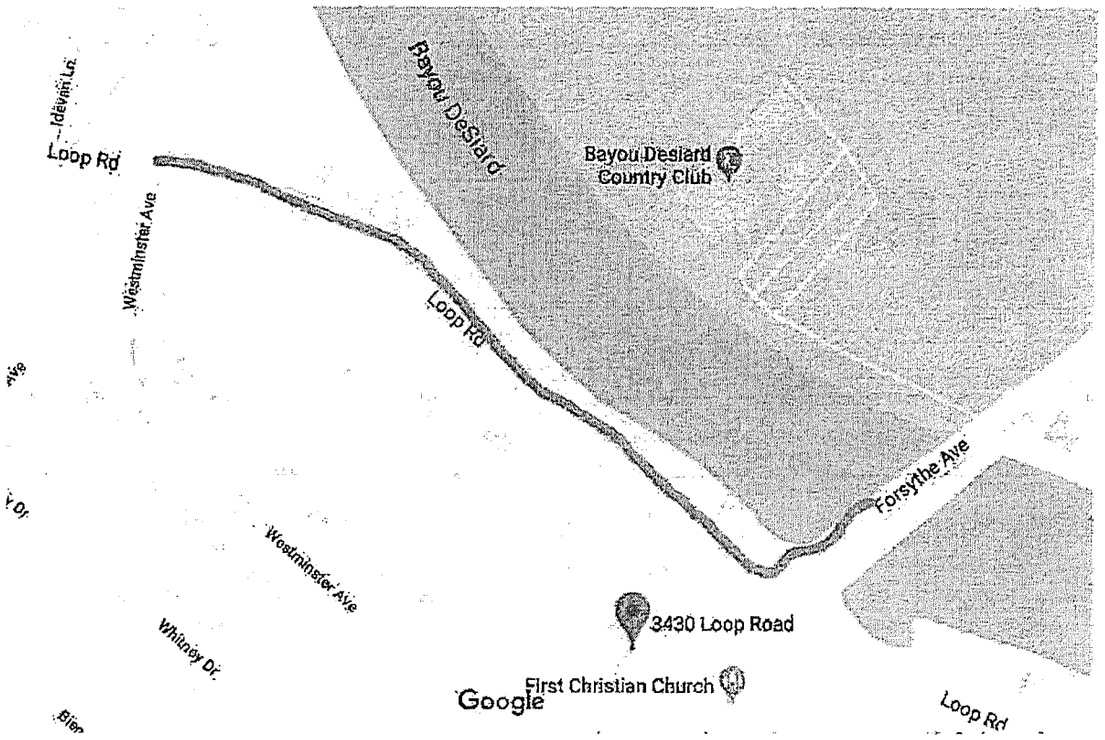
Green highlight = Festival area on the Bayou

Red = barricade locations



Saturday Band March

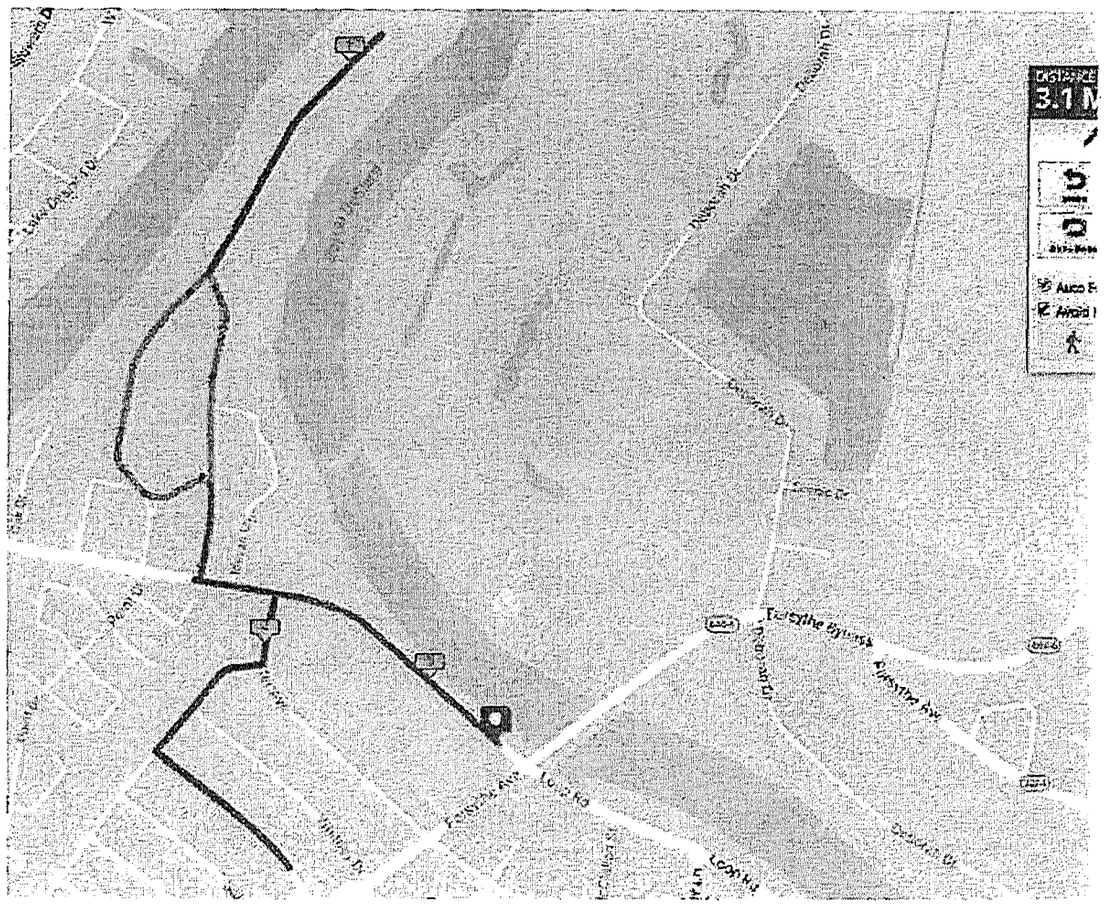
Orange line: Route from Loop to over the Loop bridge.



5K Route Friday Night

Map Legend:

Red dot: Start line and end line



MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
APPLICATION FOR PARADE/ SPECIAL EVENT PERMIT

Chief of Police
City of Monroe
Monroe, Louisiana

Dear Sir:

Application is herewith made for a parade/ special event permit, and the following information is furnished as required by the City of Monroe Code:

A) Name, address and telephone number of person seeking to conduct said parade/ special event:

Name: Cynthia Rodriquez

Home Address: _____ **Telephone** 318.331.2996

Business Address: 117 Hall Street, Monroe **Telephone** 318.323.8775

Fax Number: _____

B) If the parade/ special event is to be conducted for, on behalf of, or by an organization, the following information is necessary for the issuance of this permit:

Name of Organization: Children's Coalition for Northeast Louisiana

Organization Address: 117 Hall Street, Monroe

Telephone Number: 318.323.8775

Name, Addresses, and Telephone Numbers of Organization Heads:

Dr. Lynn Clark, Executive Director 318.348.1282

C) Name, address and telephone number of person who will be the event chairman (Marshall) and who will be responsible for its conduct:

Name: Cynthia Rodriquez

Address: 117 Hall Street, Monroe **Telephone:** 318.331.2996

D) "Spectator/ Special Event" Liability Insurance policy will be required for the event. The policy must be in effect for the duration of the event and must be a minimum of Two-Hundred Thousand Dollars ($200,000.00) in coverage:

(A) Name of Insurance Company Acord

(B) Name of Insurance Agent Brian Dayton

(C) Policy Number 01LX0136070190

E) Date when event is to be conducted Friday May 10-Saturday May 11, 2019

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
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City of Monroe
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E) Date when event is to be conducted Friday May 10-Saturday May 11, 2019

IF THE EVENT IS A FUNCTION OTHER THAN A PARADE, THE FOLLOWING INFORMATION IS REQUIRED:

LOCATION OF EVENT corner of Loop Rd. and Forsythe Rd.

TYPE OF EVENT Festival

APPROXIMATE NUMBER OF PERSONS ATTENDING 1.Friday 250 2.Saturday 2,500

WILL ALCOHOL BEVERAGES BE SOLD/ CONSUMED: YES X **NO** _____

STARTING TIME OF EVENT May 10 5pm **ENDING TIME OF EVENT** May 11 5pm

REMARKS: See attachment for details.

SIGNATURE OF PERSON APPLYING: Cynthia Rodriguez

HOME ADDRESS: 3215 Claiborne Circle, Monroe LA 71201

BUSINESS ADDRESS: 117 Hall Street, Monroe LA 71201

HOME TELEPHONE: 318.331.2996 (please use this number)

BUSINESS TELEPHONE: 318.323.8775

******ALL PERMITS MUST BE FILLED OUT AND TURNED IN TO THE MONROE POLICE DEPARTMENT AT LEAST TWO (2) WEEKS PRIOR TO THE EVENT******

IF EVENT IS PARADE, THE FOLLOWING IS REQUIRED:

Starting Point 3430 Loop Rd.

Route to be traveled: 1. Friday Night 5K Fun Run, route in attachment. 2. Saturday band march, route in attachment.

Termination Point: 3430 Loop Rd.

Approximate number of person(s) in parade: 1. Friday 50-150 2. Saturday 900

Approximate number of animals in parade: 0

Type of Animals: _____

Approximate number and description of vehicles in parade: none

Number of Floats: none **Number of Marching Units:** 1

Parade Assembly Time: 1. Friday 5K 5:30pm 2. Saturday band march 9am

Parade Assembly areas (located by streets) _____

Parade Starting Time: 1. Friday 5k 6pm 2. Saturday band march 10am

Parade Termination Time: 1. Friday 5k 7pm 2. Saturday band march 10:30am

State whether parade will occupy all or only a portion of the width of streets to be traveled:

See attachment for route and details.

Interval of space between parade units: _____

Maximum Speed: _____ **Minimum Speed:** _____

Maximum length of parade in miles or fractions thereof: _____

Number of stops to be made and locations: _____

Purpose of Parade: 1. Friday 5K Fun Run 2. Saturday band march

If the parade is designed to be held by, and on behalf of or for, any person other than the applicant for such permit, applicant must file as an attachment hereto written authorization from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf.

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
ACTIONS FOR CHIEF OF POLICE

This application for a parade/ special event permit is:

_____**(A) Denied for the following reasons:**

_____

_____

_____

_____

_____**(B) Approved subject to all of all of the representations therein made by the Applicant with the following requirements:**

Applicant to provide security
Certified Police officers

_____

_____

_____**(C) (Alternative Permit) Approved subject to the following changes and, except as hereinafter changed, subject to all of the represent- action made by the applicant in the above applications:**

_____

_____

_____

_____

Monroe, Louisiana, this 16 **day of** Oct, **20** 18

Approved By: Donald R Bartling
Chief of Police

NOTICE: (A) A signed copy of any approved permit must be carried on the person of the event marshal who shall present it upon the request of any police officer in attendance.

(B) If an alternative permit is issued hereinabove, the applicant, if he desires to accept same, must file a written notice of Acceptance with the Chief of Police two days after notice of the action of an alternative permit.

******PLEASE RETURN THIS FORM WITH APPLICATION******

OP ID: BD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/01/2018

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PRODUCER Moreman, Moore & Company, Inc. The Dayton Group, Inc. 1890 HudsonCircle, Suite 7 Monroe, LA 71201 Brian Dayton	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: CHILD-1
INSURED Children's Coalition For Northeast Louisiana Northeast Louisiana 117 Hall Street Monroe, LA 71201	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: National Union Fire/Pittsburgh — 19445 INSURER B: LUBA Workers Comp — 12472 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 3,000,000
	[ ] POLICY [ ] PRO-JECT [ ] LOC							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] ALL OWNED AUTOS						BODILY INJURY (Per accident)	$
	[ ] SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT)	$
A	[X] HIRED AUTOS			01CA0185264621	09/25/2018	09/25/2019		$
A	[X] NON-OWNED AUTOS							$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DEDUCTIBLE							$
	[ ] RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		028000018889118	07/03/2018	07/03/2019	[X] WC STATU-TORY LIMITS [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 100,000
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, If more space is required)
Early Head Start: 907 Filhiol 16 students; 300 Winnsboro Road 24 Students;
811 Beverly Street 16 Students; 508 Austin Ave 16 Students;
Hall Steet 16 students

CERTIFICATE HOLDER

FYI0000

For Your Info

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

B Dayton

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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 21 2005

Employer Identification Number:
72-1502186
DLN:
17053281721005
Contact Person:
L. WAYNE BOTHE ID# 31462
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

CHILDRENS COALITION FOR NORTHEAST LOUISIANA
1271 LAMY LN STE K
MONROE, LA 71201

Dear Applicant:

Our letter dated October 2001, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

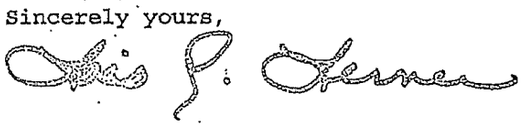
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:30 a.m. - 5:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

UNITED STATES OF AMERICA

State of Louisiana

UNION JUSTICE AND CONFIDENCE

Fox McKeithen

SECRETARY OF STATE

As Secretary of State, of the State of Louisiana, I do hereby Certify that

a copy of the Articles of Incorporation of

THE CHILDREN'S COALITION FOR NORTHEAST LOUISIANA, INC.

Domiciled at MONROE, LOUISIANA,

Was filed and recorded in this Office on October 23, 2000,

And all fees having been paid as required by law, the corporation is authorized to transact business in this State, subject to the restrictions imposed by law, including the provisions of R.S. Title 12, Chapter 2.

In testimony whereof, I have hereunto set my hand and caused the Seal of my Office to be affixed at the City of Baton Rouge on,

October 23, 2000

Fox McKeithen

TRO 34999640N
Secretary of State

STATE OF LOUISIANA
UNION JUSTICE CONFIDENCE
SECRETARY OF STATE

CERTIFICATE SS 102 S (R-3/88)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 16 2001

CHILDRENS COALITION FOR NORTHEAST
LOUISIANA INC
1201 HUDSON LN
MONROE, LA 71201

Employer Identification Number:
72-1502186
DLN:
17053158003041
Contact Person:
TYRONE THOMAS ID# 95046
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Foundation Status Classification:
170(b)(1)(A)(vi)
Advance Ruling Period Begins:
October 30, 2000
Advance Ruling Period Ends:
June 30, 2005
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally $25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally $25,000 or less, and sign the return. Because you will be treated as a public charity for return filing purposes during your entire advance ruling period, you should file Form 990 for each year in your advance ruling period

that you exceed the $25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of $20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed $10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding $1,000,000 in any year, the penalty is $100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding $1,000,000 shall not exceed $50,000. This penalty may also be charged if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are spent only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence that the funds will remain dedicated to the required purposes and that the recipient will use the funds for those purposes.

If we said in the heading of this letter that an addendum applies, the

addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Steven T. Miller

Steven T. Miller
Director, Exempt Organizations

RESOLUTION

STATE OF LOUISIANA NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE DOWNTOWN MONROE ALLIANCE (DOWNTOWN RIVER JAM PIANO BAR) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, The Downtown Monroe Alliance applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, "Downtown River Jam Piano Bar", scheduled for Thursday, April 11, 2019 from 6:00pm until 9:00pm on DeSiard Street, which will be blocked off from east of North 4th intersection to the west of North 6th intersection, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that The Downtown Monroe Alliance, be and is hereby granted a permit for a special event, "Downtown River Jam Piano Bar", scheduled for Thursday, April 11, 2019. The exception is from 6:00pm until 9:00pm on DeSiard Street, which will be blocked off from east of North 4th intersection to the west of North 6th intersection. There will be off duty officers assisting with the event. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

DOWNTOWN
MONROE ALLIANCE

MEMO

To: Carolus Riley
From: Caroline Smalling
Date: March 6, 2019
Subject: Open container waivers for events on Desiard

The Downtown Monroe Alliance is requesting open container waivers for April 11th and April 27th. Both events will be held on Desiard Street from the North 4th intersection to the North 6th intersection. Permission has been granted from Monroe Police Department to host the special event.

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
APPLICATION FOR PARADE/ SPECIAL EVENT PERMIT

Chief of Police
City of Monroe
Monroe, Louisiana

Dear Sir:

Application is herewith made for a parade/ special event permit, and the following information is furnished as required by the City of Monroe Code:

A) Name, address and telephone number of person seeking to conduct said parade/ special event:

Name: Caroline Smalling

Home Address: _____ Telephone _____

Business Address: 401 Lea Joyner Expy Telephone 329-3254

Fax Number: _____

B) If the parade/ special event is to be conducted for, on behalf of, or by an organization, the following information is necessary for the issuance of this permit:

Name of Organization: Downtown Monroe Alliance

Organization Address: 401 Lea Joyner Expy

Telephone Number: 329-4947

Name, Addresses, and Telephone Numbers of Organization Heads:

_____

_____

C) Name, address and telephone number of person who will be the event chairman (Marshall) and who will be responsible for its conduct:

Name: Caroline Smalling

Address: 401 Lea Joyner Expy Telephone: 329-3254

D) "Spectator/ Special Event" Liability Insurance policy will be required for the event. The policy must be in effect for the duration of the event and must be a minimum of Two-Hundred Thousand Dollars ($200,000.00) in coverage:

(A) Name of Insurance Company See attached

(B) Name of Insurance Agent _____

(C) Policy Number _____

E) Date when event is to be conducted April 11, 2019

IF EVENT IS PARADE, THE FOLLOWING IS REQUIRED:

Starting Point _____

Route to be traveled: _____

_____

Termination Point: _____

Approximate number of person(s) in parade: _____

Approximate number of animals in parade: _____

Type of Animals: _____

Approximate number and description of vehicles in parade: _____

_____

_____

Number of Floats: _____ Number of Marching Units: _____

Parade Assembly Time: _____

Parade Assembly areas (located by streets) _____

_____

Parade Starting Time: _____

Parade Termination Time: _____

State whether parade will occupy all or only a portion of the width of streets to be traveled:

_____

_____

Interval of space between parade units: _____

Maximum Speed: _____ Minimum Speed: _____

Maximum length of parade in miles or fractions thereof: _____

Number of stops to be made and locations: _____

_____

Purpose of Parade: _____

If the parade is designed to be held by, and on behalf of or for, any person other than the applicant for such permit, applicant must file as an attachment hereto written authorization from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf.

IF THE EVENT IS A FUNCTION OTHER THAN A PARADE, THE FOLLOWING INFORMATION IS REQUIRED:

LOCATION OF EVENT Desiard St. from 4th to 6th

TYPE OF EVENT Downtown River Jam Piano Bar

APPROXIMATE NUMBER OF PERSONS ATTENDING 1000

WILL ALCOHOL BEVERAGES BE SOLD/ CONSUMED: YES X NO _____

STARTING TIME OF EVENT 6:00 PM ENDING TIME OF EVENT 9:00 PM

REMARKS: DRJ Piano Bar. Blocking off Desiard St from East bound of 4th + Desiard intersection to West of 6th + Desiard intersection

SIGNATURE OF PERSON APPLYING: [signature]

HOME ADDRESS: _____

BUSINESS ADDRESS: 401 Lea Ogden

HOME TELEPHONE: _____

BUSINESS TELEPHONE: 329-3254

****ALL PERMITS MUST BE FILLED OUT AND TURNED IN TO THE MONROE POLICE DEPARTMENT AT LEAST TWO (2) WEEKS PRIOR TO THE EVENT****

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
ACTIONS FOR CHIEF OF POLICE

This application for a parade/ special event permit is:

_____(A) Denied for the following reasons:

_____

_____

_____

_____

__X__(B) Approved subject to all of all of the representations therein made by the Applicant with the following requirements:

_____

_____

_____

_____

_____(C) (Alternative Permit) Approved subject to the following changes and, except as hereinafter changed, subject to all of the represent- action made by the applicant in the above applications:

_____

_____

_____

_____

Monroe, Louisiana this 30 day of Jan, 20 19

Approved By: Chief of Police

NOTICE: (A) A signed copy of any approved permit must be carried on the person of the event marshal who shall present it upon the request of any police officer in attendance.

(B) If an alternative permit is issued hereinabove, the applicant, if he desires to accept same, must file a written notice of Acceptance with the Chief of Police two days after notice of the action of an alternative permit.

****PLEASE RETURN THIS FORM WITH APPLICATION****

DOWNMON-01 SOHARE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/6/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Maury, Donnelly & Parr 24 Commerce St. Baltimore, MD 21202	PHONE (A/C, No, Ext): (410) 685-4625	FAX (A/C, No): (410) 685-3071
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : CNA Insurance Companies	52412
INSURED	INSURER B :	
Downtown Monroe Alliance PO Box 2082 Monroe, LA 71201	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR	X		6016655119	4/2/2019	4/2/2020	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Monroe is listed as an additional insured in regards to the April 11 – DoMo Piano Bar.

CERTIFICATE HOLDER	CANCELLATION
City of Monroe 401 Lea Joyner Memorial Expressway Monroe, LA 71201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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RESOLUTION

STATE OF LOUISIANA NO. _____

CITY OF MONROE

The following Resolution was introduced by Mr. _____ who moved for its adoption and was seconded by Mr. _____.

RESOLUTION GRANTING AN EXCEPTION TO THE OPEN CONTAINER ORDINANCE TO THE DOWNTOWN MONROE ALLIANCE (DESIARD STREET MARKET PLACE) PURSUANT TO MONROE CITY CODE SEC. 12-231 D. (OPEN CONTAINER ORDINANCE), AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, The Downtown Monroe Alliance applied to the Monroe City Council pursuant to Monroe City Code Sec. 12-231 D., for a permit for a special event, "DeSiard Street Market Place", scheduled for Saturday, April 27, 2019 from 10:00am until 4:00pm on DeSiard Street, which will be blocked off from the eastern portion of North 4th intersection to the western side of North 6th intersection with all side streets blocked, and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, Louisiana, in legal session convened, that The Downtown Monroe Alliance, be and is hereby granted a permit for a special event, "DeSiard Street Market Place", scheduled for Saturday, April 27, 2019. The exception is from 10:00am until 4:00pm on DeSiard Street, which will be blocked off from the eastern portion of North 4th intersection to the western side of North 6th intersection with all side streets blocked. There will be off duty officers assisting with the event. This Resolution shall act as an exception only to the open container for said event pursuant to Monroe City Code Sec. 12-231 D.

This Resolution having been submitted in writing and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

DOWNMON-01 SOHARE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/6/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Maury, Donnelly & Parr 24 Commerce St. Baltimore, MD 21202	PHONE (A/C, No, Ext): (410) 685-4625	FAX (A/C, No): (410) 685-3071
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : CNA Insurance Companies	52412
INSURED	INSURER B :	
Downtown Monroe Alliance PO Box 2082 Monroe, LA 71201	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	[ ] CLAIMS-MADE [X] OCCUR	X		6016655119	4/2/2019	4/2/2020	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	[ ] ANY AUTO						BODILY INJURY (Per person)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N [ ]	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Monroe is listed as an additional insured in regards to the April 11 -- DoMo Piano Bar.

CERTIFICATE HOLDER	CANCELLATION
City of Monroe 401 Lea Joyner Memorial Expressway Monroe, LA 71201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

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MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
APPLICATION FOR PARADE/ SPECIAL EVENT PERMIT

Chief of Police
City of Monroe
Monroe, Louisiana

Dear Sir:

Application is herewith made for a parade/ special event permit, and the following information is furnished as required by the City of Monroe Code:

A) Name, address and telephone number of person seeking to conduct said parade/ special event:

Name: Caroline Smalling

Home Address: _____ Telephone _____

Business Address: 401 Lea Joyner Expy Telephone 329-3254

Fax Number: _____

B) If the parade/ special event is to be conducted for, on behalf of, or by an organization, the following information is necessary for the issuance of this permit:

Name of Organization: Downtown Monroe Alliance

Organization Address: 401 Lea Joyner Expy

Telephone Number: 329-2947 (Myra Akers)

Name, Addresses, and Telephone Numbers of Organization Heads:

_____

_____

C) Name, address and telephone number of person who will be the event chairman (Marshall) and who will be responsible for its conduct:

Name: Ranelle Langlee

Address: 401 Lea Joyner Telephone: 807-1735

D) "Spectator/ Special Event" Liability Insurance policy will be required for the event. The policy must be in effect for the duration of the event and must be a minimum of Two-Hundred Thousand Dollars ($200,000.00) in coverage:

(A) Name of Insurance Company See attached

(B) Name of Insurance Agent _____

(C) Policy Number _____

E) Date when event is to be conducted April 27, 2019

IF EVENT IS PARADE, THE FOLLOWING IS REQUIRED:

Starting Point _____

Route to be traveled: _____

_____

Termination Point: _____

Approximate number of person(s) in parade: _____

Approximate number of animals in parade: _____

Type of Animals: _____

Approximate number and description of vehicles in parade: _____

_____

_____

Number of Floats: _____ Number of Marching Units: _____

Parade Assembly Time: _____

Parade Assembly areas (located by streets) _____

_____

Parade Starting Time: _____

Parade Termination Time: _____

State whether parade will occupy all or only a portion of the width of streets to be traveled:

_____

_____

Interval of space between parade units: _____

Maximum Speed: _____ Minimum Speed: _____

Maximum length of parade in miles or fractions thereof: _____

Number of stops to be made and locations: _____

_____

Purpose of Parade: _____

If the parade is designed to be held by, and on behalf of or for, any person other than the applicant for such permit, applicant must file as an attachment hereto written authorization from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf.

IF THE EVENT IS A FUNCTION OTHER THAN A PARADE, THE FOLLOWING INFORMATION IS REQUIRED:

LOCATION OF EVENT Desiard St. from N 4th to N 6th

TYPE OF EVENT Desiard St. Market Place

APPROXIMATE NUMBER OF PERSONS ATTENDING 1500

WILL ALCOHOL BEVERAGES BE SOLD/ CONSUMED: YES X NO _____

STARTING TIME OF EVENT 10:00 am ENDING TIME OF EVENT 4:00 PM

REMARKS: Marketplace went along Desiard St. We will block off the street from the eastern portion of the intersection of 4th + Desiard to the western side of the intersection of 6th + Desiard with all side streets blocked as well

SIGNATURE OF PERSON APPLYING: [signature]

HOME ADDRESS: _____

BUSINESS ADDRESS: 401 Lea Joyner Expy

HOME TELEPHONE: _____

BUSINESS TELEPHONE: 389-3254

****ALL PERMITS MUST BE FILLED OUT AND TURNED IN TO THE MONROE POLICE DEPARTMENT AT LEAST TWO (2) WEEKS PRIOR TO THE EVENT****

MONROE POLICE DEPARTMENT
MONROE, LOUISIANA
ACTIONS FOR CHIEF OF POLICE

This application for a parade/ special event permit is:

_____(A) Denied for the following reasons:

_____

_____

_____

_____

__X__(B) Approved subject to all of all of the representations therein made by the Applicant with the following requirements:

_____

_____

_____

_____

_____(C) (Alternative Permit) Approved subject to the following changes and, except as hereinafter changed, subject to all of the represent- action made by the applicant in the above applications:

_____

_____

_____

_____

Monroe, Louisiana, ~~this~~ 30 day of JAN, 20 19

Approved By: Eugene Ellis
Chief of Police

NOTICE: (A) A signed copy of any approved permit must be carried on the person of the event marshal who shall present it upon the request of any police officer in attendance.

(B) If an alternative permit is issued hereinabove, the applicant, if he desires to accept same, must file a written notice of Acceptance with the Chief of Police two days after notice of the action of an alternative permit.

****PLEASE RETURN THIS FORM WITH APPLICATION****

PLANNING AND URBAN DEVELOPMENT DEPARTMENT

P. O. Box 123
Monroe, Louisiana 71210-0123

Planning and Zoning

Division

MEMORANDUM

TO: Councilman Gretchen Ezernack, Chairman
FROM: Joanne C. Poret, AICP, Planning and Zoning Director
DATE: March 5, 2019
RE: Conditional Use Permit

HOUSE OF WORSHIP:

Glory Church
2332 Sterlington Road (Geneva Plaza)

This major conditional use permit authorizes the use of the existing structure (2332 Sterlington Road, Geneva Plaza) for worship and bible study. The Comprehensive Zoning Ordinance allows a house of worship/church as a Major Conditional Use in the B-3, General Business/Commercial District. Major Conditional Uses are those uses that require another level of approval, therefore this request comes before the City Council for their approval in addition to that of the Planning Commission.

Planning Commission recommends approval with a 4-0-1 vote.

REVIEW CRITERIA:

The Planning Commission and the City Council **shall consider** the following criteria in approving or denying a major or minor conditional use permit:

a. The proposed major or minor conditional use permit is **consistent with the pertinent elements of the City of Monroe Comprehensive Plan** and any other adopted plans.

   - *Medium Intensity Mixed Use: Areas with a mix of residential and commercial uses including live-work spaces and mixed use developments.*

b. The proposed development meets the requirements of this Ordinance.

c. The proposed development will **reinforce the existing or planned character of the neighborhood and the City.**

d. The major or minor conditional use permit complies with any specific use standards or limitations in Section VI (Supplementary Use Standards) of this Ordinance.

e. Any adverse impacts on adjacent properties attributable to the major or minor conditional use have been minimized or mitigated.

Effect of Denial

The final denial of a major or minor conditional use permit application shall ban the subsequent application for the same or similar use at the same location for a period of twelve (12) months.

Appeal

A final decision by the City Council on a major conditional use permit may be appealed to the 4th Judicial District Court within thirty (30) days of the City Council's decision (See Section 37-130.B.4 Appeals).

CITY OF MONROE PLANNING COMMISSION

Mayor James E. Mayo
Ellen Hill - PUD Director
Joanne Poret – Planning & Zoning Director

PUBLIC HEARING

CITY OF MONROE PLANNING COMMISSION

March 4, 2019 City Hall Monroe, Louisiana

RE: CUP 101-19 **APPLICANT**: Glory Church of Monroe

MOTIONED BY: Mr. Jamin Hall

SECONDED BY: Mr. Carday Marshall

I move that the Planning Commission advise the City Council that after Public Hearing the Commission finds that the Major Conditional Use Permit is sufficient to allow the applicant to operate a church at 2332 Sterlington Road, in the B-3 (General Business/ Commercial) District. The Monroe Planning Commission recommends this application be approved.

The Monroe Planning Commission had a majority vote for approval.

City of Monroe
Planning Commission

CASE NO.:	CUP 101-19
NAME OF APPLICANT:	Glory Church
ADDRESS OF PROPERTY:	2332 Sterlington Road
COUNCIL DISTRICT:	2 - (Councilwoman Gretchen Erzaneck)

REQUEST:	This is a request for a **MAJOR** Conditional Use Permit to utilize an existing structure for church.
SIZE OF PROPERTY:	±0.44 acres
PRESENT ZONING:	B-3, General Business/Commercial
PRESENT USE:	Vacant space in Geneva Plaza
MOST NEARLY BOUNDED BY (STREETS):	North and west of Old Sterlington Road and east of Sterlington Road.
SURROUNDING LAND USES:	The surrounding land use consists of commercial and retail establishments, single family residences and St. Joseph's Nursing home are located to the west of this site.
ADVERSE INFLUENCES:	Locating a church in the midst of business establishments that may or may not be able to serve alcoholic beverages can reduce the viability of such businesses ability to locate within 300' feet of said locations and visa versa.
POSITIVE INFLUENCES:	Utilizing a vacant building space.
COMPREHENSIVE PLAN:	The site is listed as Highway Commercial Mixed-Use. It is predominately used for highway purposes – for more intensive and office/commercial and retail usage, located towards the edge of the City Limits.
COMMENTS/ RECOMMENDATIONS:	The applicant wishes to lease the vacant space in order to utilize it for a church facility. The church will have approximately 120 seats, 82 members – including 40-50 children. Adequate parking spaces are available on-site to sustain church operations. There are 100 parking spaces total available. This location was previously used as a retail establishment. The building would be occupied and the church would provide a service for this community.

REVIEW CRITERIA:

The Planning Commission and the City Council **shall consider** the following criteria in approving or denying a **MAJOR** or minor conditional use permit:

a. The proposed major or minor conditional use permit is **consistent with the pertinent elements of the City of Monroe Comprehensive Plan** and any other adopted plans.
   - *Medium Intensity Mixed Use.*

a. The proposed development meets the requirements of this Ordinance.

b. The proposed development will **reinforce the existing or planned character of the neighborhood and the City.**

c. The major or minor conditional use permit complies with any specific use standards or limitations in Section VI (Supplementary Use Standards) of this Ordinance.

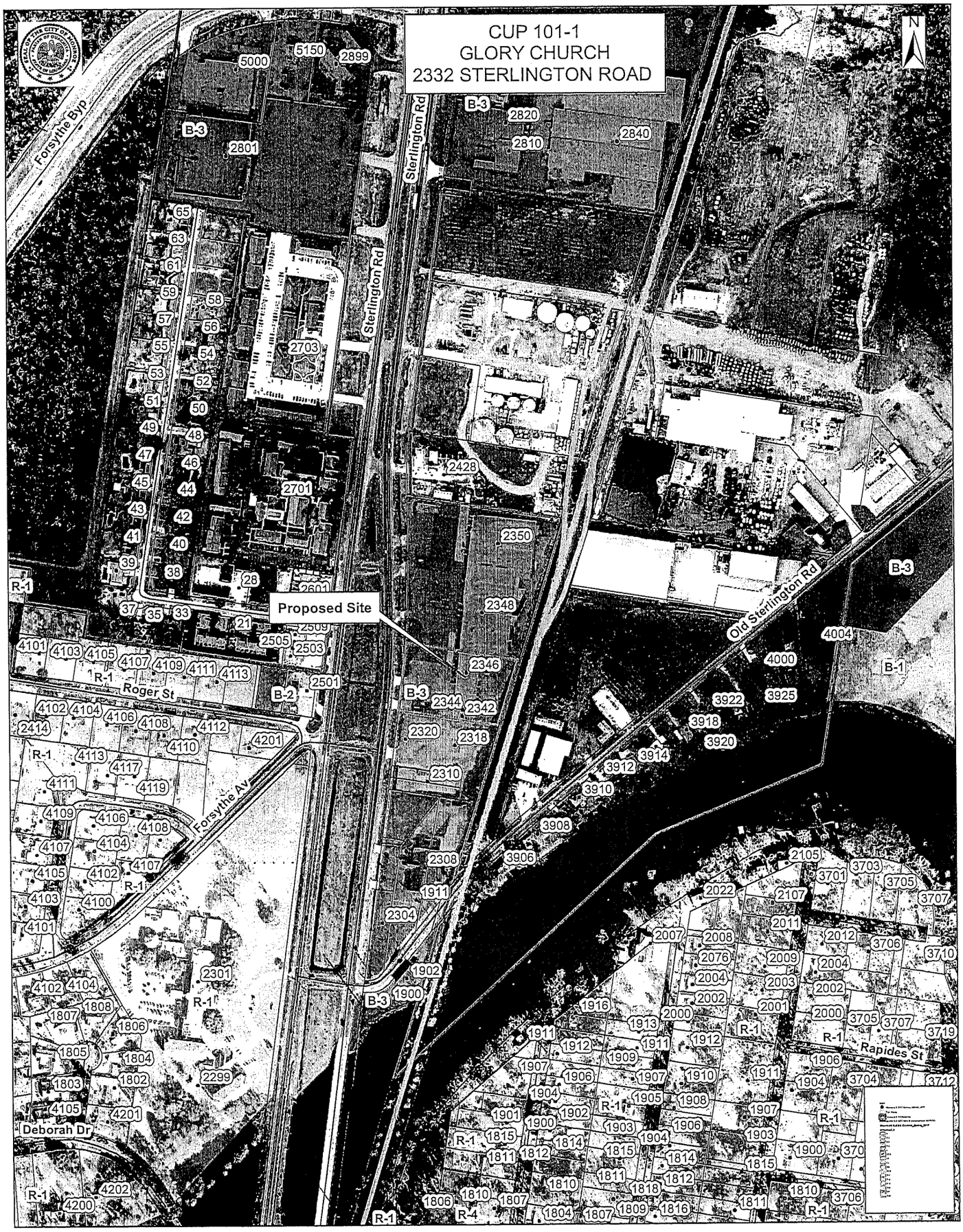
d. Any adverse impacts on adjacent properties attributable to the major or minor conditional use have been minimized or mitigated.

OPTIONS:

Approve the applicants' request as presented.

Approve the applicants' request with conditions.

Deny the applicant's request as presented.


CUP 101-1
GLORY CHURCH
2332 STERLINGTON ROAD
N
Forsythe Byp
Sterlington Rd
Old Sterlington Rd
Proposed Site
Roger St
Forsythe Av
Deborah Dr
Rapides St
B-3
B-2
B-1
R-1
R-4

RESOLUTION

STATE OF LOUISIANA **NO._____**

CITY OF MONROE

The following Resolution was introduced by _____ who moved for its adoption and was seconded by _____.

A RESOLUTION AUTHORIZING MAYOR JAMES E. MAYO TO APPLY FOR AND ACCEPT A GRANT FROM KEEP LOUISIANA BEAUTIFUL AND FURTHER WITH RESPECT THERETO:

WHEREAS, the City of Monroe, through Keep Monroe Beautiful, intends to submit a grant application to Keep Louisiana Beautiful;

WHEREAS, Keep Monroe Beautiful is requesting funding to assist the City of Monroe with its efforts to reduce illegal dumping; and

WHEREAS, the City of Monroe's match will be provided through in kind services through labor provided by various City departments assisting with the efforts to reduce illegal dumping and enforce litter laws.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONROE, LOUISIANA that James E. Mayo, Mayor, is hereby authorized to submit a grant application to Keep Louisiana Beautiful and if awarded, accept and sign any agreements related to the grant.

This Resolution having been submitted in writing, introduced and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

KEEP MONROE BEAUTIFUL

2019-2020 HEALTHY COMMUNITIES GRANT LETTER OF INTENT
KEEP MONROE BEAUTIFUL
"Operation Cyclops"

Keep Monroe Beautiful (KMB) seeks to engage the residents of the City of Monroe in activities, projects and programs designed to improve the appearance of their communities and create a clean and green environment. KMB primarily focuses on litter abatement, environmental education, litter enforcement and recycling. Guidelines and resources provided by both Keep America Beautiful and Keep Louisiana Beautiful are utilized in the effort to accomplish goals related to these focus areas. Keep Monroe Beautiful plans and implements events to help involve and benefit the community. They include: Leaders Against Litter, Household Hazardous Waste Day, Great American Cleanup, Ouachita Water Sweep, America Recycles Day and Christmas Tree recycling.

The Executive Director of Keep Monroe Beautiful, Greg Smith, also serves as the City of Monroe's Beautification Coordinator. In that role he serves as the Mayor's liaison not only to the public but also city departments and divisions involved in beautification efforts. These include Sanitation, Legal, and Code Enforcement. All have combined to spur the City of Monroe's Fight the Blight effort. The goal is to reduce the effects of heavily littered, overgrown lots and dilapidated vacant buildings, primarily on the southern side of the city. These sites frequently serve as dumping grounds for household debris, furniture and tires. The proposed grant funding can help in deterring such dumping and bringing to justice those who do.

The proposed grant will be utilized to fund a project with the working title of Operation Cyclops. The intent is to utilize hidden cameras to capture illegal dumpers in the act. The photos and video will then be used in their prosecution. After several such prosecutions, the results will be shared by way of media, making potential dumpers aware that "the eye in the sky" is waiting to catch them as well. This project will focus on the enforcement of litter laws related to the dumping of debris in non-designated areas.

Sanitation, Code Enforcement and Legal, along with the Beautification Coordinator will oversee the planning and implementation of Operation Cyclops. This will include the mapping of "frequently dumped" sites based primarily on the observations of sanitation workers. Once the cameras are in place at these sites, the primary monitors will be the City's 5 code enforcement officers. Utilizing data captured by the cameras, they will be able to "make" cases to bring to the City of Monroe's Environmental Court. Legal will oversee that part of the process where fines can be up to $500 per count. Once several offenders have been successfully prosecuted, the Beautification Coordinator will work with the media in publicizing Operation Cyclops as well as utilizing social media. This publicity, along with word of mouth will help spread the word on the program, serving as a deterrent because potential offenders will now have to worry about being caught in the act by the "eye in the sky". Further deterrence can be

gained with the subsequent placement of signage at dump sites. This signage will carry the warning of "Smile, you are on camera". Not all sites will have cameras, but knowledge of the prior prosecutions will help in gaining the desired result of no dumping.

The anticipated outcome of Operation Cyclops is a reduction in the number of illegal dump sites in the City of Monroe. This will be measured based on the number of sites that were in place before program implementation versus the number of sites after 3 months, 6 months, 9 months and 1 year. Operation Cyclops, on the conservative side should reduce the number of sites by 25% in a year's time. However, aggressive enforcement and publicity could result in a drop of 33 to 50%. The fear of being caught and being fined will help modify the behavior of those individuals who have or might be inclined to dump illegally. Also, continued public education on proper waste disposal will help in the bring about the desired results.

Operation Cyclops will help the City of Monroe make major strides in the area of beautification. Illegal dumps dot the landscape, not just in hidden, isolated areas, but on major streets and highways. The quick process of dumping a load of debris makes it difficult for eye-witnesses to gain enough information to lead to a successful prosecution. Stake-outs are labor-intensive and cost prohibitive, with an officer possibly waiting days before seeing action on a known site. Meanwhile, new sites are pop up weekly. However, this camera deterrent will bring about a desired effect of fewer sites and with cleaner and more slightly roadsides.

This project will be easily sustained once the grant period is over. The primary cost of the cameras will have been covered thanks to the grant funding. The labor costs involved are already included in the city budget. So, the next largest expenses will be the production of warning signage, followed by batteries to power the rigs. Depending upon the model chosen, even those batteries could be kept at a minimum. They would only be serving as a back-up power source if the camera model chosen is solar.

The proposed budget for Operation Cyclops is $4,500. Those funds will be used to buy a minimum of 10 high definition digital surveillance cameras. These cameras will have the ability to take photos and shoot video at both day and night. They will either be solar powered or have a long battery life to reduce the need to change power sources and bring attention to their presence. The City of Monroe match for this grant will come in the form of in-kind labor provided by the various departments and divisions overseeing Operation Cyclops. A minimum of 10 hours per week will be devoted to this program. The City of Monroe's minimum wage for its employees is $10 per hour. So that would come to at least $100 per week for one year or $5,200. So, the City of Monroe match, at the bare minimum would exceed the proposed grant amount.

Hopefully, Keep Louisiana Beautiful will accept our Letter of Intent for the proposed funding of Operation Cyclops. Based on our research of other such projects, we feel that it will help us address a major beautification issue, illegal dumping. Further, we feel our project, once completed, can be duplicated at various scales by our sister affiliates throughout the state.

Keep Monroe Beautiful Executive Director
318.329.4983
greg.smith@ci.monroe.la.us

Greg Smith 2/12/2019

RESOLUTION

STATE OF LOUISIANA NO._____

CITY OF MONROE

The following Resolution was introduced by _____ who moved for its adoption and was seconded by _____.

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE QUOTE FROM REEDER DISTRIBUTORS, INC. FOR AN ORDER OF HEAVY DUTY MOBILE BUS LIFTS IN THE MONROE TRANSIT DEPARTMENT AND FURTHER PROVIDING WITH RESPECT THERETO:

WHEREAS, the bus lifts will be utilized for lifting the buses while performing maintenance at the Monroe Transit System Administration/Maintenance facility located at 700 Washington Street; and

WHEREAS, the cost of the Bus Lifts is $41,195.00, which 80% will be reimbursed using grant LA-2016-004-00

NOW, THEREFORE BE IT RESOLVED that James E. Mayo, Mayor is authorized to enter into an agreement with REEDER DISTRIBUTORS, INC. for the purchase of HEAVY DUTY MOBILE BUS LIFTS.

This Resolution having been submitted in writing, introduced and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____,

2019.

_____
CHAIRMAN

_____
CITY CLERK

REEDER DISTRIBUTORS, INC.

QUOTE

Sales, Service, Maintenance, Inspections, Installations, & Warranty Work.

Equipment Division
5450 Wilbarger St.
Fort Worth, TX 76119
817-429-5957
www.ReederDistributors.com

Prepared For:

City of Monroe: Transit
Chondrika Williams
700 Washington St.
Monroe, LA 71201
318-329-2274

Quote Valid for 30 days

L/F	Customer Number	Reeder Sales Representative	Mobile Phone	Email	Date
		Chris Bussey	817-682-4958	chris@rdinc.us	2/22/19

QTY	PART #	DESCRIPTION	EACH	LINE TOTAL
1	ST-1085-2FWA	(1) SET OF 4: STERTIL-KONI HEAVY DUTY MOBILE COLUMN LIFTS:	$ 39,995.00	$ 39,995.00
		18,500 CAPACITY PER COLUMN - 74,000 LBS. TOTAL LIFTING CAPACITY,		
		24 VOLTS DC BATTERY POWERED, COMPLETELY WIRELESS COMUNICATION,		
		CONTROL BOX ON EVERY COLUMN, ADJUSTABLE FORKS. MADE IN USA!		
		STERTIL-KONI STANDARD WARRANTY:		
		5 YEARS HYDRAULICS/2 YEARS PARTS/1 YEAR LABOR		
		LOCAL TRAINING, SUPPORT, AND SERVICE PROVIDED BY:		
		REEDER DISTRIBUTORS, INC. - CHRIS BUSSEY		
		SOURCEWELL (NJPA)/STERTIL-KONI USA: CO-OP CONTRACT # 061015-SKI		
		CITY OF MONROE - SOURCEWELL (NJPA) MEMBER # 114089		
		WWW.SOURCEWELL-MN.GOV		
		PLEASE MAKE OUT ALL SOURCEWELL PURCHASE ORDERS TO:		
		STERTIL-KONI USA		
		ATTENTION - KELLIE BOEHM		
		700 LOG CANOE CIRCLE		
		STEVENSVILLE, MD 21666		
		KELLIE@STERTIL-KONI.COM		
		800-336-6637		

$ 826.70	5 years	*Financing available.* $1 Buyout Lease to Own. Zero down, 1st and last payments in advance. Payments based on subtotal, and do not include sales tax or freight. WAC. Other financing options are available.
$ 999.88	4 years	
$ 1,287.84	3 years	

SUBTOTAL	$ 39,995.00
FREIGHT	$ 1,200.00
8.25% SALES TAX	NOT INCLUDED
TOTAL INVESTMENT	$ 41,195.00

Accepted By: _____ PO#_____ Date:_____

THANK YOU FOR YOUR BUSINESS!

GRAY MANUFACTURING
Company, Inc. • St. Joseph, Missouri
A tradition of quality since 1952

(800) 821-7320
(816) 233-6121
(816) 233-7251 fax
www.grayusa.com
email: gray@grayusa.com

1/11/2019 Quote #: 5512

Chondrika Williams
City of Monroe Transit System
700 Washington St
Monroe, LA 71201

Chondrika Williams:

Thank you for your interest in Gray Equipment. In response to your request, we submit the following quote:

Quote Valid Through: 3/28/2019 FOB Destination

Quantity	Model	Description	Unit Price	Ext Price	Current Availability
1	WPLS-190, set of 4	24Volt 76,000lb capacity	$42,177.00	$42,177	
			Quote Total:		$42,177

Financing Available - ask about equipment lease plans!

All Gray equipment is backed by our exclusive Gray Guard Warranty. We are the manufacturer of the above equipment and the only factory direct source of this product. Our customer service and sales representatives are available to you via telephone Monday through Thursday 7:00 a.m. - 6:00 p.m. and Friday from 7:00 a.m.-5:00 p.m.(CST).

Sincerely,

Stacy McMillian

Stacy McMillian
Major Accounts

Payment terms: We accept all major credit cards. Upon prior approval, Gray will accept purchase orders on Net 30 day terms.

The above quote does not include any applicable sales tax.

MOHAWK LIFTS

"Americas best lift investment"

From: Mohawk Resources Ltd.
PO Box 110
65 Vrooman Ave
Amsterdam, NY 12010
Phone: 1-800-833-2006
Fax:(518) 842-1289
Quoted By: Ray Pedrick
Phone: 800-833-2006@ext.15
Email: rpedrick@mohawklifts.com

QUOTE

Proposal: RP-19-MYTA
Date: 2/21/2019
Expiry: 3/23/2019

BUY ONCE. BUY RIGHT. BUY A MOHAWK.

Louisiana State Contract Contract # 4400001445
T # 92456 Contract Period 9/8/2015 - 9/7/2019

BILL TO	SHIP TO
Marc Keegan Monroe Transit 700 Washington Street Monroe, LA 71201 (318) 331-9685	

Shipping Method	Shipping Terms	Delivery Date	Payment Terms
Best Way	FOB Destination, Amsterdam NY, Freight Prepaid	4 to 5 Weeks ARO	NET 30

Qty	Part Number	Description	List Price	Purchase Price	Total
1	MP-0000-A-730	MP-18-730 -4 Columns 68K Capacity Touch Screen & Full Diagnostic Display - 15" Forks on 1,2 - LONGER & WIDER 22" on 3,4 - **ALI CERTIFIED**	$53,325.00	$44,680.17	$44,680.17

Subtotal	$44,680.17
Freight	INCLUDED
Installation (optional)	$800.00
Sales Tax (if applicable)*	
TOTAL	$45,480.17

DATA SHEET REQUIRED: YES

Installation Provided By:

NOTES Leave notes here. Any specifics on installation? Notes about bay conditions or concerns?

*Resale or Tax Exempt Form Attached or Sales Tax (If applicable)

**VISA or MasterCard credit cards accepted for orders less than $18,000.00. A 3.25% processing fee will be applied.

This quotation is subject to the terms and conditions noted on the following page(s).

Thank you for your business!

REV 03/2018

RESOLUTION

STATE OF LOUISIANA NO._____

CITY OF MONROE

The following Resolution was introduced by _____ who moved for its adoption and was seconded by _____.

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE BID FROM ETA TRANSIT FOR THE ORDER OF AN INTELLIGENT TRANSPORTATION SYSTEM BASE ARCHITECTURE SYSTEM IN THE MONROE TRANSIT DEPARTMENT AND FURTHER PROVIDING WITH RESPECT THERETO:

WHEREAS, the Intelligent Transportation System Base Architecture System will be utilized in compliance with all federal American with Disabilities Act requirements which include that all fixed routes systems must announce bus stops at a minimum of:

1. **Transfer points with other fixed routes;**
2. **Other major intersections and destination points; and**
3. **Intervals along a route sufficiently to permit individuals who are blind or have vision impairments or other disabilities to be oriented to their location.**

WHEREAS, in order to comply with the ADA requirements for the system, the technical data capabilities will connect the fleet of the Monroe Transit System for the performance of the requirements.

WHEREAS, the cost of the Intelligent Transportation System Base Architecture System is $311,889.00 which 80% will be reimbursed using Grant LA 2016-004-00

NOW, THEREFORE BE IT RESOLVED that James E. Mayo, Mayor is authorized to enter into an agreement with ETA Transit.

This Resolution having been submitted in writing, introduced and was then submitted to a vote as a whole. The vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared ADOPTED on the _____ day of _____,

2019.

_____
CHAIRMAN

_____
CITY CLERK

BID TABULATION
Transit Intelligent Transportation System
REF BID #2019-00000043
2/7/19
1:00PM

VENDOR	Connexionz	DoubleMap	ETA Transit	GMV Syncromatics
STATUS	Verified	Verified	Verified	Verified
BASE BID	$421,166.00	$312,035.96	$225,194.00	$243,148.00
ALT 1 (APC)	$239,000.00	$69,304.74	$80,225.00	$132,142.00
ALT 2 (5 INTERIOR BUS SIGNS)	$7,500.00	$12,106.50	$6,470.00	$8,475.00
TOTAL BID	**$667,666.00**	**$393,447.20**	**$311,889.00**	**$383,765.00**

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: City of Monroe
(Owner to provide name and address of owner)

BID FOR: Intelligent Transit System
(Owner to provide name of project and other identifying information)

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: Connexionz LTD
(Owner to provide name of entity preparing bidding documents.) and dated: _____

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) _____.

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:
Four Hundred Twenty One Thousand One Hundred and Sixty six Dollars ($ 421,166)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
APC System, NTD Software, 5 year Warranty Dollars ($ 239,000)

Alternate No. 2 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Internal Signage for 5 Buses Dollars ($ $7,500)

Alternate No. 3 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
_____ Dollars ($_____)

NAME OF BIDDER: Connexionz LTD
ADDRESS OF BIDDER: 27943 Smyth Drive Valencia, CA 91355

LOUISIANA CONTRACTOR'S LICENSE NUMBER: _____
NAME OF AUTHORIZED SIGNATORY OF BIDDER: Brian Garrett
TITLE OF AUTHORIZED SIGNATORY OF BIDDER: US Sales Director
SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: Brian Garrett
DATE: 02/07/2019

THE FOLLOWING ITEMS ARE TO BE INCLUDED WITH THE SUBMISSION OF THIS LOUISIANA UNIFORM PUBLIC WORK BID FORM:

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** **A CORPORATE RESOLUTION OR WRITTEN EVIDENCE** of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)(5).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) attached to and made a part of this bid.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: Monroe County

(Owner to provide name and address of owner)

BID FOR: #2019-00000043

(Owner to provide name of project and other identifying information)

The undersigned bidder hereby declares and represents that she/he; a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: DoubleMap, Inc. and dated: 1/6/19

(Owner to provide name of entity preparing bidding documents.)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) 1 and 2.

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:
CAD/AVL/AVAS Total Base Bid for 5 years. Dollars ($ 312,035.96)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Automatic Passenger Counters (APC) - addition to lump sum Dollars ($ 69,304.74)

Alternate No. 2 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Interior Bus Signage for 5 buses - addition to lump sum Dollars ($ 12,106.50)

Alternate No. 3 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Dollars ($)

NAME OF BIDDER: DoubleMap, Inc.

ADDRESS OF BIDDER: 429 N Pennsylvania St. Suite 401 Indianapolis, IN 46204

LOUISIANA CONTRACTOR'S LICENSE NUMBER:

NAME OF AUTHORIZED SIGNATORY OF BIDDER: Ilya Rekhter

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: CEO

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **:

DATE: 1/6/19

THE FOLLOWING ITEMS ARE TO BE INCLUDED WITH THE SUBMISSION OF THIS LOUISIANA UNIFORM PUBLIC WORK BID FORM:

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** **A CORPORATE RESOLUTION OR WRITTEN EVIDENCE** of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)(5).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) attached to and made a part of this bid.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: ETA Transit Systems
1700 Congress Ave Ste 2201
Boca Raton FL 33487
Attn: Nicole Castonguay
(Owner to provide name and address of owner)

BID FOR: Monroe Transit System
LTB
Intelligent Transportation System Bus Architec
BIDS #2019-0000043
(Owner to provide name of project and other identifying information)

The undersigned bidder hereby declares and represents that she/he: a) has carefully examined and understands the Bidding Documents. b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda. c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: Nicole Castonguay
ETA Transit Systems and dated: 12-12-2018
(Owner to provide name of entity preparing bidding documents.)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) Confirmed and Signed.

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:

CAD/AVL/AVAS 5year total Dollars ($ 225,194.00)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Automatic Passenger Counters Dollars ($ 80,225 (5yr total))

Alternate No. 2 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Interior Messag. Signs Dollars ($ 10,470)

Alternate No. 3 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
NA Dollars ($ NA)

NAME OF BIDDER: ETA Transit Systems
ADDRESS OF BIDDER: 1700 Congress Ave Ste 2201
Boca Raton FL 33487
LOUISIANA CONTRACTOR'S LICENSE NUMBER:
NAME OF AUTHORIZED SIGNATORY OF BIDDER: Nicole Castonguay
TITLE OF AUTHORIZED SIGNATORY OF BIDDER: CEO
SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: Nicole Castonguay
DATE: 12-12-2018

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** If someone other than a corporate officer signs for the Bidder/Contractor, a copy of a corporate resolution or other signature authorization shall be required for submission of bid. Failure to include a copy of the appropriate signature authorization, if required, may result in the rejection of the bid unless bidder has complied with La. R.S. 38:2212(A)(1)(c) or RS 38:2212(O).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA RS 38:2218.A is attached to and made a part of this bid.

LOUISIANA UNIFORM PUBLIC WORK BID FORM

TO: The City of Monroe, Purchasing Division
1014 Grammont Street
Monroe, Louisiana 70201
(318) 329-2222
(Owner to provide name and address of Owner)

BID FOR: Sealed Bid #2019-00000043
(Owner to provide name of project and other identifying information)

The undersigned bidder hereby declares and represents that she he: a) has carefully examined and understands the Bidding Documents. b) has not received. relied on. or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda. c) has personally inspected and is familiar with the project site. and hereby proposes to provide all labor. materials. tools. appliances and facilities as required to perform. in a workmanlike manner. all work and services for the construction and completion of the referenced project. all in strict accordance with the Bidding Documents prepared by: Jeff Hunter
GMV Syncromatics and dated: 1/30/19
(Owner to provide name of entity preparing bidding documents)

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) Addendum #1, Addendum #2.

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:

CAD/AVL, AVAS, Interior Sign Integration (17), Headsign/Farebox SSO, RTPI Dollars ($ 243,148)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description

Alternate No. 1 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Add APC and Corresponding Project Management Dollars ($ $132,142)

Alternate No. 2 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Add Interior Signage (5) Dollars ($ $8,475)

Alternate No. 3 *(Owner to provide description of alternate and state whether add or deduct)* for the lump sum of:
Dollars ($)

NAME OF BIDDER: GMV Syncromatics
ADDRESS OF BIDDER: 523 W. 6th Street, Suite 444
Los Angeles, CA 90014
LOUISIANA CONTRACTOR'S LICENSE NUMBER: N/A
NAME OF AUTHORIZED SIGNATORY OF BIDDER: Christopher Welch
TITLE OF AUTHORIZED SIGNATORY OF BIDDER: CFO, Treasurer
SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **:
DATE: 1/30/19

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** If someone other than a corporate officer signs for the Bidder/Contractor, a copy of a corporate resolution or other signature authorization shall be required for submission of bid. Failure to include a copy of the appropriate signature authorization, if required, may result in the rejection of the bid unless bidder has complied with La. R.S. 38:2212(A)(1)(c) or RS 38:2212(O).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA RS 38:2218.A is attached to and made a part of this bid.

RESOLUTION

STATE OF LOUISIANA **NO._____**

CITY OF MONROE

The following Resolution was introduced by _____ who moved for its adoption and was seconded by _____.

A RESOLUTION AUTHORIZING MAYOR JAMES E. MAYO, THROUGH THE LOUISIANA TRUST FOR HISTORIC PRESERVATION AND THE COOLEY HOUSE FOUNDATION, TO APPLY FOR AND ACCEPT A GRANT FROM THE NATIONAL TRUST FOR HISTORIC PREVENTION AND FURTHER WITH RESPECT THERETO:

WHEREAS, the City of Monroe, through the Cooley House Foundation and the Louisiana Trust for Historic Preservation, will submit a grant application to the National Trust for Historic Prevention's Cynthia Woods Mitchell Fund for Historic Interiors;

WHEREAS, the purpose of the National Trust for Historic Prevention's Cynthia Woods Mitchell Fund for Historic Interiors grant is to assist in the preservation, restoration, and interpretation of historic interiors such as the Cooley House;

WHEREAS, if awarded the grant for the restoration work for the Cooley House, the required match will be provided by the Cooley House Foundation. The City of Monroe will not be providing any required matching funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONROE, LOUISIANA that James E. Mayo, Mayor, through the Cooley House Foundation and the Louisiana Trust for Historic Preservation, is hereby authorized to submit a grant application to the National Trust for Historic Prevention's Cynthia Woods Mitchell Fund for Historic Interiors and if awarded, accept and sign any agreements related to the grant.

This Resolution having been submitted in writing, introduced and was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

National Trust for Historic Preservation
Preservation
Leadership Forum

Cynthia Woods Mitchell Fund for Historic Interiors: Guidelines & Eligibility

In July 1997, George P. Mitchell made a generous gift to the National Trust for Historic Preservation to establish the Cynthia Woods Mitchell Fund for Historic Interiors in honor of his wife. The purpose of the fund is to assist in the preservation, restoration, and interpretation of historic interiors.

Grants from the Cynthia Woods Mitchell Fund for Historic Interiors generally range from $2,500 to $15,000. The selection process is very competitive. The review process is generally completed within three months of the application deadline, and applicants are notified via email once the review process is complete.

The 2019 application deadline is March 1, 2019. Applicants will be notified on July 1, 2019.

Eligible Applicants

Only Organizational Level Forum members or Main Street America members of the National Trust are eligible to apply for funding from the Cynthia Woods Mitchell Fund for Historic Interiors. To learn more about Forum and to join today, visit our website.

- Public agencies and nonprofit organizations are eligible. Individuals and for-profit businesses may apply only if the project for which funding is requested involves a National Historic Landmark.
- Programs of the National Trust are also eligible to apply for grants from the Cynthia Woods Mitchell Fund.
- Applicants that have received previous National Trust financial assistance are eligible provided that all grant requirements are current.
- Only one grant will be awarded per organization in any grant round. Only one grant will be awarded for a particular project phase.

Grant Conditions

Applicants must be capable of matching the grant amount dollar-for-dollar. A cash match is required and can come from private or public sources, or from income earned from registration fees or fundraising activities. Donated materials and services, staff salaries and organizational overhead costs are not eligible sources of a match. Other funding from the National Trust may not be used to match a Mitchell Fund grant.

Other conditions include:

- Grants or matching funds cannot be used directly or indirectly to influence a member of Congress to favor or oppose any legislation or appropriation.
- Any documents or plans for preservation work that result from the project must conform to the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.
- At least three (3) competitive bids/quotes must be obtained for any procurement of services that exceed $50,000. This provision applies only to portions of the project supported by National Trust funds.
- Grant projects must begin within six months of award date. Failure to begin the project in this time frame may result in the cancellation of the grant and you will need to reapply for funding.
- Grant recipients must include appropriate acknowledgment of National Trust financial support in all printed materials generated for the project.
- Consultants must be approved by the National Trust before grant funds are disbursed. National Trust Preservation Fund grants cannot be used to pay staff salaries. Board members of the application organization cannot serve as consultants unless appropriate conflict of interest procedures are followed and documented.
- Grant recipients are required to sign a contract agreeing to the conditions of the program.
- Within one year from the grant disbursement date, a final report and financial accounting of the expenditure of the grants must be submitted. If the project is not completed in accordance with the contract, the grant funds must be returned.

Applicants must agree not to discriminate against any employee or applicant for employment because of actual or perceived race, color, national origin, creed, age, gender, marital status, sexual orientation, religion, mental and physical disabilities, sex (including pregnancy), personal appearance, gender identity or expression, family responsibilities, genetic information, matriculation, political affiliation or veteran status.

Eligible Activities

Grants from the Mitchell Fund are awarded for planning activities and education efforts focused on the preservation of historic interiors. Grants may be made for activities and projects such as:

- Obtaining professional expertise in areas such as architecture, planning, paint analysis, archeology, or graphic design
- Hiring a preservation architect to create an interior restoration plan
- Hiring a consultant to develop a conservation plan for an interior's textiles
- Producing a historic furnishings plan
- Sponsoring a workshop on the preservation of historic interiors
- Restoration, rehabilitation, stabilization, and preservation of designated historic interiors, including bricks-and-mortar interior construction

Ineligible Activities

- Academic research
- Fundraising-related activities
- Projects focused on the building's exterior

Eligible Expenses

- Fees for consultant services
- Speaker/faculty costs (honoraria, travel, and lodging), room rental for conferences
- Mailing costs for distribution of materials
- Web site development
- Materials and services such as printing, photographs, telephone, and supplies. With the exception of publications projects, these costs may not exceed 10 percent of the project budget.

Ineligible Expenses

- Staff or faculty salaries
- Organizational overhead costs
- Catering, food and beverage, entertainment
- Expenses incurred prior to award date

Criteria

The selection committee will place particular importance on the likelihood that a grant will make a significant contribution to the preservation, restoration, or interpretation of one or more historic interiors. The committee will also consider:

- The historic significance of the property to be assisted
- The extent to which the requested assistance will act as seed money to make a difference in preservation, restoring or interpreting the historic interior, including what other funds might be

leveraged by an award
- The potential of the project to be a catalyst for further positive action to benefit other historic interiors, properties, neighborhoods, or communities
- The adequacy of plans for the future maintenance of the property or the continuation for the activity for which grant support is requested
- The need for funding and the urgency of the project
- The project's timeline
- The project's budget and the applicant's proven ability to secure a match
- Evidence of community support for the project
- The long-term objectives or impact of the project
- The qualifications of the key personnel, including consultants
- The demonstrated ability of the applicant to complete preservation projects
- The potential to replicate the project in other communities

How to Apply

You will need the following items as part of your Cynthia Woods Mitchell Fund for Historic Interiors application:

- Up to four digital images of high quality (300 dpi) with caption and credit information
- A list of the applicant's current board of directors (nonprofit organizations)
- Applicant's Internal Revenue Service determination letter of tax-exempt status. If tax-exempt status has not been fully approved by the IRS, please provide evidence of filing for certification and letter of opinion from an attorney concerning the applicant's tax status (nonprofit organizations)
- Resume of consultant for project (if the consultant has been chosen)
- Resume of personnel administrating project
- Up to two letters of endorsement
- Letter of consent from property owner (if applicant does not own property)
- Completed Cynthia Woods Mitchell Fund for Historic Interiors application form

National Trust grants staff can provide helpful guidance for the application process. If you have questions about your project's eligibility, please contact our grants staff before submitting an application.

Application

Fill out an application for the Cynthia Woods Mitchell Fund for Historic Interiors here. (Please note: you will be taken to our grants application system where you will need to create a user profile for your organization. This is a separate login than your National Trust login.) If you have questions please email

us.

National Trust for Historic Preservation®

2600 Virginia Avenue NW,
Suite 1100

Washington, DC 20037

forumonline@savingplaces.org

Phone: 202-588-6000

Toll-Free: 800-944-6847

Fax: 202-588-6038

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The Preservation Leadership Forum of the National Trust for Historic Preservation is a network of preservation leaders — professionals, students, volunteers, activists, experts — who share the latest ideas, information, and advice, and have access to in-depth preservation resources and training.

COLLABORATING PARTNERS

National Trust Insurance Services

National Trust Community Investment Corporation

National Main Street Center

CHARITY NAVIGATOR

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The National Trust's federal tax identification number is 53-0210807.

RESOLUTION

STATE OF LOUISIANA **NO._____**

CITY OF MONROE

The following Resolution was offered by Mr. /Ms. _____
Who moved for its adoption and was seconded by Mr./Ms. _____:

A RESOLUTION ACCEPTING AS SUBSTANTIALLY COMPLETE WORK DONE BY AND BETWEEN THE CITY OF MONROE AND DIXIE OVERLAND CONSTRUCTION, LLC, FOR THE LEVEE DRIVE WATER VALVE REPLACEMENTS PROJECT, AND FURTHER PROVIDING WITH RESPECT THERETO.

BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that work done by and between the City of Monroe and Dixie Overland Construction, LLC, for the Levee Drive Water Valve Replacements Project, be and at the same time is hereby accepted as substantially complete.

BE IT FURTHER RESOLVED that a Certificate of Substantial Completion is attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that James E. Mayo, Mayor, be and he is authorized and empowered to execute a certificate of substantial completion with Dixie Overland Construction, LLC, on behalf of the City of Monroe for said work.

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: Valve Replacement – Levee Drive

ENGINEER'S PROJECT NO. L & A, Inc. Project No. 18E023.00

OWNER: City of Monroe

CONTRACTOR: Dixie Overland Construction, LLC, 380 Burson Road, Sibley, LA 71073

CONTRACT DATE: December 13, 2018

DATE OF ACCEPTANCE OF SUBSTANTIAL COMPLETION: February 25, 2019

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

All work.

The Work to which this certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER on February 25, 2019 and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

February 25, 2019
Date of Substantial Completion

The Date of Substantial Completion is the date upon which all guarantees and warranties begin, except as follows:

The 45-day lien period shall begin upon the date that this document is filed with the Clerk of Court in Ouachita Parish.

Executed by ENGINEER on February 25, 2019

Lazenby & Associates, Inc.
ENGINEER

By: _____
James S. Ellingburg, P.E.

The CONTRACTOR accepts this Certificate of Substantial Completion on FEBRUARY 26, 2019
Date

Dixie Overland Construction, LLC
CONTRACTOR

By: _____
John Burson

The OWNER accepts this Certificate of Substantial Completion on _____, 2019.
Date

City of Monroe
OWNER

By: _____
James E. Mayo, Mayor

RESOLUTION

STATE OF LOUISIANA **NO._____**

CITY OF MONROE

The following Resolution was offered by Mr./Ms._____ who moved for its adoption and was seconded by Mr./Ms. _____.

A RESOLUTION AUTHORIZING JAMES E. MAYO, MAYOR, TO ENTER INTO AN AGREEMENT WITH SMITH R/W SPECIALIST, LLC, FOR SERVICES RELATED TO THE ACQUISITION OF RIGHT OF WAY FOR THE OREGON TRAIL FLOOD WALL PROTECTIVE LEVEE PROJECT, AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the Oregon Trail Floodwall Protective Levee project has approval from FEMA and GOHSEP to proceed with Phase I deliverables which includes engineering design, survey, environmental and right of way acquisition;

WHEREAS, Smith R/W Specialist LLC has the experience and knowledge of federal regulations to assist the City with the acquisition of right of way in compliance with such applicable laws and regulations;

WHEREAS, Smith R/W Specialist LLC has successfully assisted the City with similar services on numerous other projects of similar kind including the Georgia Street Pump Station; Rochelle St Pump Station Improvement (detention pond) and the Kansas Lane Connector.

WHEREAS, adequate funds are available through federal, state and local funds committed to the project.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that James E. Mayo, Mayor, be and he is hereby authorized to enter into and execute a written agreement with SMITH R/W SPECIALIST, LLC, to provide professional services for the acquisition of right of way for the Oregon Trail Flood Wall Protective Levee Project pursuant to the attached agreement.

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

AGREEMENT FOR NEGOTIATION, RELOCATION SERVICES AND TITLE WORK

THIS AGREEMENT made the _____ day of _____, 2019 by and between the CITY OF MONROE (Owner) and SMITH R/W SPECIALIST, LLC (Contractor) (Ronnie Dale Smith, Manager) as follows:

SCOPE OF WORK

Contractor shall complete all negotiation, title work and relocation services on required properties as identified by Denmon Engineering Company, Inc. as needed to complete the Oregon Trail Flood Wall (Project No. _____) according to policy and procedure set forth in the "Local Public Agency Real Estate Manuel".

CHANGES TO SCOPE OF WORK

Changes in the original scope of work must be in writing and must be approved by the Mayor.

CONTRACT AMOUNT

Owner shall pay Contractor the standard fee as outlined in the Louisiana Department of Transportation and Development fee schedule which is attached hereto and made a part hereof. Work that is required by procedure which is not listed in the standard fee schedule will be by the hour at $110.00 per hour. (Conceptual Stage Relocation Plan, Right of Way Stage Relocation Plan and Project Notification Letters)

PAYMENT

Contractor shall submit progress payments to the Contract Administrator for approval by the Mayor and shall receive payment within sixty (60) days after receipt of payment for request by the Owner.

COMPLETION OF CONTRACT

The work to be performed under this Agreement shall be completed within 120 days after all plans for required right of way and appraisals are furnished to contractor.

EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Executive Order 11246, the Contractor agrees that he will not discriminate against any employee or applicant for employment because of race, color, religion, handicap, veteran status, sec., or national origin. Other provisions of the Executive Order 11246, as applicable to this contract, are incorporated by reference. Also incorporated by reference is the Fair Employment Standards Act which states that the Contractor shall not pay below the established minimum wage.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

WITNESSES:

The City of Monroe

_____

By: _____

James E. Mayo, Mayor

_____

WITNESSES:

Eva Elaine Smith

Eva Elaine Smith

By: Ronnie Dale Smith

Ronnie Dale Smith, Manager

Kara Denise Austin

Kara Denise Austin

_____

NOTARY

Exhibit B
Professional Service Fees
Turn Key Right Of Way Services

	Rate Per Unit	Estimated No. of Units	Total Estimated Fees
1. Title Research:			
Initial Title Abstract	$540.00		
Title Abstract Update	$180.00		
2. Appraisal Services:			
Form A: Partial Taking – Commercial or Industrial land w/bldg.	$8,400.00		
Residential Structures or Vacant Land	$2,400.00		
Form B: Total Taking – Commercial or Industrial land w/bldg.	$6,600.00		
Residential Structures or Vacant Land	$1,600.00		
Form C: Minor, uncomplicated valuations	$1,200.00		
3. Appraisal Review Services:			
Form A: Partial Taking – Commercial or Industrial land w/bldg.	$2,100.00		
Residential Structures or Vacant Land	$600.00		
Form B: Total Taking – Commercial or Industrial land w/bldg.	$1,650.00		
Residential Structures or Vacant Land	$400.00		
Form C: Minor, uncomplicated valuations	$300.00		
4. Business Valuation/Lost Profit Analysis: (Per each Commercial Enterprise)	$6,700.00		
5. Building / Construction Cost Services:			
Construction Cost Estimate (Per Each Major Structure)	$1,400.00		
Parking Study	$1,100.00		
Building Cost to Cure Analysis	$1,800.00		
Billboard Replacement Cost Analysis	$700.00		
6. Property Negotiations: (Per Ownership)	$3,000.00		
Closings / Payoffs (Per Ownership)	$600.00		
7. Relocation Services: (Per Each Relocation)			
Residential or Commercial Owner or Tenant Physically Moves	$7,200.00		
Personal Property is relocated or displaced landlord	$2,400.00		
8. Asbestos Inspection & Reporting: (Per Each Structure)	$1,440.00		
9. Improvement Control: (Per Each Structure)			
Type A - Relocatee Vacates	$120.00		
Type B – Relocatee Continues to Occupy	$360.00		
Contingency:	20%		
Total Contract Fees:			$

RESOLUTION

STATE OF LOUISIANA **NO._____**

CITY OF MONROE

The following Resolution was offered by Mr./Ms._____ who moved for its adoption and was seconded by Mr./Ms. _____.

A RESOLUTION AUTHORIZING JAMES E. MAYO, MAYOR, TO ENTER INTO AN AGREEMENT WITH Michael A. Graham, MAG Enterprises, Inc., FOR SERVICES RELATED TO THE APPRAISAL OF EASEMENTS AND RIGHTS OF WAY FOR ACQUISITION FOR THE OREGON TRAIL FLOOD WALL PROTECTIVE LEVEE PROJECT, AND FURTHER PROVIDING WITH RESPECT THERETO.

WHEREAS, the Oregon Trail Floodwall Protective Levee project has approval from FEMA and GOHSEP to proceed with Phase I deliverables which includes engineering design, survey, environmental and right of way acquisition;

WHEREAS, Michael A. Graham, MAI, MAG Enterprises, Inc., has the experience and knowledge of appraisal standards and federal regulations to assist the City with the appraisal of easements and rights of way for acquisition in compliance with such applicable laws and regulations;

WHEREAS, Michael A. Graham, MAI, MAG Enterprises, Inc., has successfully assisted the City with similar services on numerous other projects of similar kind including the Georgia Street Pump Station; Rochelle St Pump Station Improvement (detention pond) and the Kansas Lane Connector.

WHEREAS, adequate funds are available through federal, state and local funds committed to the project.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Monroe, in legal and regular session convened, that James E. Mayo, Mayor, be and he is hereby authorized to enter into and execute a written agreement with Michael A. Graham, MAI, MAG Enterprises, Inc., to provide professional services for the appraisal of easements and rights of way for acquisition for the Oregon Trail Flood Wall Protective Levee Project pursuant to the attached agreement.

This resolution having been submitted in writing was then submitted to a vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Resolution was declared **ADOPTED** on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

CONTRACT FOR APPRAISAL SERVICES

PROJECT: OREGON TRAIL FLOOD WALL
DATE OF AGREEMENT: MARCH 6, 2019

PARTIES TO AGREEMENT:

Client:
City of Monroe
c/o The Honorable Jamie Mayo, Mayor
400 Lea Joyner Expressway
Monroe, LA 71201

Appraiser:
Michael A. Graham, MAI
MAG Enterprises, Inc.
1300 Hudson Lane, Suite 1
Monroe, LA 71201
(318) 387-9092
(318) 801-0950 – mobile
magraham@mgmai.com

Client hereby engages Appraiser to complete an appraisal assignment as follows:

PROPERTY TYPE
Residential / other for the Oregon Trail Flood Wall project.

INTEREST VALUED
Full ownership, less mineral rights

INTENDED USERS
City of Monroe & its advisors

INTENDED USE
Right of way appraisal reports to be used as a basis for establishing just compensation that is required by law to be paid to the owners of private property required for public use, in connection with the Oregon Trail Flood Wall project

TYPE OF VALUE
Before Valuations: "As-Is" Market Value
After Valuations: "As-Proposed" Market Value

DATE OF VALUE
Date of inspection

APPLICABLE REQUIREMENTS OTHER THAN THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP)
The Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute

SITE VISITS
Interior and exterior observations, on-site

VALUATION APPROACHES
Sales Comparison, Cost, and/or Income (when applicable and feasible)

DATA REQUIRED
The Client agrees to furnish the Appraiser with the necessary Title Research Reports, Construction Plans, and Right of Way Maps.

APPRAISAL REPORT
Narrative Appraisal Reports; DOTD Form A, Form B, and Form C as required by the nature of the acquisition.

DELIVERY DATE
45 days from notice to proceed, if the completed plans, maps, title data, and other pertinent information are delivered to the appraiser.

DELIVERY METHOD
E-mail of PDF version

PAYMENT TO APPRAISER (FEES ARE FROM THE DOTD FEE SCHEDULE FOR APPRAISAL SERVICES)
Form C: $1,200
Form A: Residential - $2,400 (Before and after appraisal, if required)
Form B: Residential - $1,600 (total acquisition, if required)
Appraisal Update: 50% of original fee, if required.

CONFIDENTIALITY
Appraiser shall not provide a copy of the Appraisal Report to, or disclose the results of the appraisal prepared in accordance with this Agreement with, any party other than Client, unless Client authorizes, except as stipulated in the Confidentiality Section of the ETHICS RULE of the Uniform Standards of Professional Appraisal Practice (USPAP).

CHANGES TO AGREEMENT
Any changes to the assignment as outlined in this Agreement shall necessitate a new Agreement. The identity of the client, intended users, or intended use; the date of value; type of value; or property appraised cannot be changed without a new Agreement.

NO THIRD PARTY BENEFICIARIES
Nothing in this Agreement shall create a contractual relationship between the Appraiser or the Client and any third party, or any cause of action in favor of any third party. This Agreement shall not be construed to render any person or entity a third party beneficiary of this Agreement, including, but not limited to, any third parties identified herein.

USE OF EMPLOYEES OR INDEPENDENT CONTRACTORS
Appraiser may use employees or independent contractors at Appraiser's discretion to complete the assignment, unless otherwise agreed by the parties. Notwithstanding, Appraiser shall sign the Appraisal Report and take full responsibility for the services provided as a result of this Agreement.

TESTIMONY AT COURT OR OTHER PROCEEDINGS

Unless otherwise stated in this Agreement, Client agrees that Appraiser's assignment pursuant to this Agreement shall not include the Appraiser's participation in or preparation for, whether voluntarily or pursuant to subpoena, any oral or written discovery, sworn testimony in a judicial, arbitration or administrative proceeding, or attendance at any judicial, arbitration, or administrative proceeding relating to this assignment.

APPRAISER INDEPENDENCE

Appraiser cannot agree to provide a value opinion that is contingent on a predetermined amount. Appraiser cannot guarantee the outcome of the assignment in advance. Appraiser cannot insure that the opinion of value developed as a result of this assignment will serve to facilitate any specific objective by Client or others or advance any particular cause. Appraiser's opinion of value will be developed competently and with independence, impartiality and objectivity.

GOVERNING LAW & JURISDICTION

The interpretation and enforcement of this Agreement shall be governed by the laws of the state in which the Appraiser's principal place of business is located, exclusive of any choice of law rules.

By Appraiser:	**By Client:**
Michael A. Graham	**City of Monroe**
Michael A. Graham	
Printed Name	**Printed Name**
March 6, 2019	
Date	**Date**

O R D I N A N C E

STATE OF LOUISIANA

CITY OF MONROE

NO. _____

The following Ordinance was offered by Mr. _____:
who moved for its adoption and was seconded by Mr._____:

AN ORDINANCE ADOPTING AND AMENDING THE ZONING MAP FOR THE CITY OF MONROE, LOUISIANA

WHEREAS, the City Council of the City of Monroe has held its Public Hearing with respect to the following proposed Zoning Map Amendment, to-wit:

An amendment to the Zoning Map to zone a ±.13 acre tract of land presently located in Ouachita Parish from B-1, Neighborhood Mixed Use District to B-3, General Business/Commercial District and is more particularly described as follows:

Lot in Square 38, Filhiol's 1st Addition

And otherwise known as 1011 DeSiard Street

APPLICANT: Benny Collins (MA 102-19)

WHEREAS, the City Council has further considered the report of the Monroe Planning Commission recommending **DENIAL**, on a 4-0-1 vote. The proposed property to be rezoned was zoned B-3R, General Business/Residential. A bar was operating at this location as a use by right. When the new ordinance was adopted, this property was rezoned to B-1, Neighborhood Mixed-Use District and bars are not permitted. The applicant wishes to reopen the bar at this location. The proposed zoning request of B-3, General Business/Commercial District is the appropriate classification for this use.

NOW, THEREFORE:

BE IT ORDAINED by the City Council of the City of Monroe, Louisiana in legal session convened that the Zoning Map of the City of Monroe and the boundaries thereof which map is described in Section 37-34 of the City of Monroe Comprehensive Zoning Ordinance and which map shown the Zoning Districts and Boundaries thereof, be and the same are hereby amended to zone the ±.13 acres previously described to B-3, General Business/Commercial District as shown on the map which is attached hereto and made a part thereof and which is adopted as the new Zoning Map of the City of Monroe.

This ordinance was INTRODUCED on the 12th day of January, 2019.

NOTICE PUBLISHED on the _____ day of _____2019.

This Ordinance having been submitted in writing, introduced and published was then submitted to a final vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

_____
MAYOR'S APPROVAL

_____
MAYOR'S VETO

CITY OF MONROE PLANNING COMMISSION

Mayor James E. Mayo
Ellen Hill - PUD Director
Joanne Poret – Planning & Zoning Director

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

March 4, 2019 City Hall Monroe, Louisiana

RE: MA 102-19 **APPLICANT:** Benny Collins

MOTIONED BY: Mr. Jamin Hall

SECONDED BY: Mr. Carday Marshall

I move that the Zoning Commission advise the City Council that after Public Hearing, the Commission finds that changing conditions in the area ***are not*** sufficient to justify the request to rezone a ±0.13 acre tract of land from B-1 (Neighborhood Mixed Use) District to B-3 (General Business/ Commercial) District in order to reopen a lounge. This property is located at 1011 Desiard Street. The commission recommends this application be denied.

There was a majority vote for denial by the Planning Commission.

City of Monroe
Planning Commission

Case No.:	MA 102-19
Name of Applicant:	Benny Collins
Address of Property:	1011 DeSiard Street
Size of Property:	±.13 acres
Present Zoning:	B-1, Neighborhood Mixed Use District
Proposed Zoning:	B-3, General Business/Commercial District
Council District:	2

REQUEST:	This is a request to rezone a ±.13 acre tract of land from B-1, Neighborhood Mixed-Used District to B-3, General Business/ District to reopen a lounge located at 1011 DeSiard Street.
PRESENT ZONING:	B-1, Neighborhood Mixed Use District.
PRESENT USE:	Vacant building.
MOST NEARLY BOUNDED BY (STREETS):	North of DeSiard Street; south of Adams Street; east of N 10th Street; and west of N 11th Street.
SURROUNDING LAND USES:	The surrounding land use consists of commercial to the north and west; commercial to the east and a cemetery to the south.
ADVERSE INFLUENCES:	The proposed business will be within five hundred (500') of a residential subdivision
POSITIVE INFLUENCES:	Increase of sales taxes for the City.
COMPREHENSIVE PLAN:	**The Future Land Use designates this area as Medium Intensity Mixed-Use.** These are areas with a mix of residential and commercial areas including live-work spaces and mixed-use developments. The area is mostly commercial on the north side of DeSiard Street. There are two (2) residential developments south west of the proposed use.

**COMMENTS/
RECOMMENDATIONS:**

Benny Collins has owned this property for about twenty (20) years. The structure has been operated as a lounge for most of this time. It has not been operated as a lounge for at least a year therefore any legal non-conforming status it may have had is expired. Lounges and alcohol sales are not allowed in a B-1, Neighborhood Mixed-Use District but are allowed in a B-3 General Business/Commercial District. Hence the applicant is requesting the property be rezoned B-3, General Business Commercial to operate this as a lounge and to be able to sell alcohol.

The proposed map amendment is consistent with the Future Land Use Plan as this is a mixed-use area regarding the types of uses in the area. The proposed rezoning is also consistent with the zoning ordinance. The site is appropriate for a lounge as it has been used as such for at least twenty (20) years

OPTIONS:

Approve the applicant's request to zone a ±.13 acre tract of land to B-3, General Business/Commercial District.

Deny the applicant's request to zone a ±.13 acre tract (more or less) of land to B-3 General Business/ Commercial District.

The Planning Commission and the City Council shall consider the following criteria in approving or denying a map amendment:

a. The proposed map amendment is consistent with the pertinent elements of the City of Monroe Comprehensive Plan and any other adopted plans.

b. The proposed map amendment is consistent with the adjacent zoning classifications and uses.

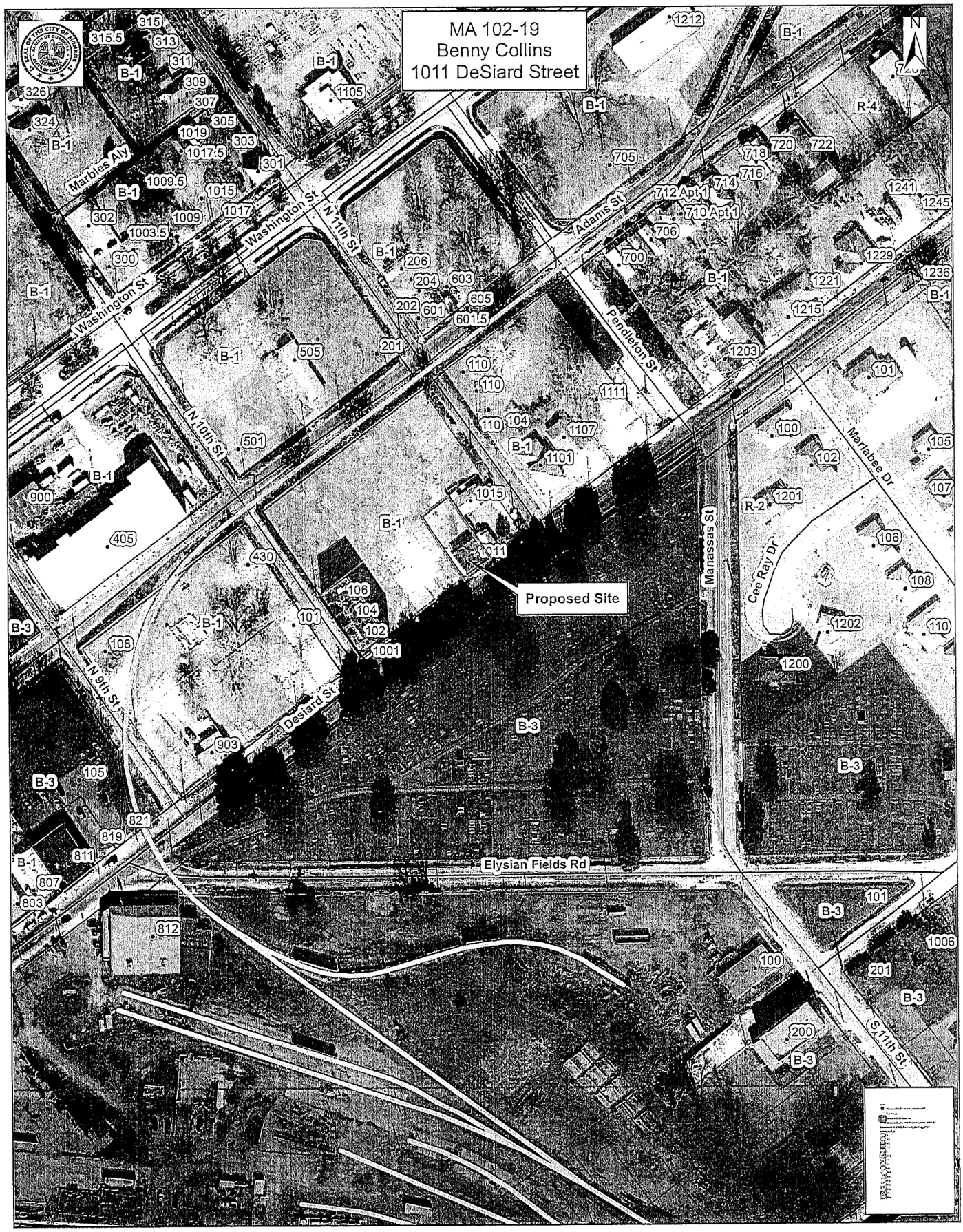
c. The proposed map amendment will reinforce the existing or planned character of the neighborhood and the City.

d. The site is appropriate for the development allowed in the proposed district.

e. There are substantial reasons why the property cannot be used according to existing zoning.

f. Public facilities and services including schools, roads, recreation facilities, wastewater treatment, water supply, storm water management, police and fire are adequate for the development allowed in the proposed district.

g. The map amendment will not substantially or permanently injure the appropriate use of adjacent conforming properties.


MA 102-19
Benny Collins
1011 DeSiard Street
Proposed Site
Washington St
N 11th St
Adams St
Pendleton St
N 10th St
N 9th St
DeSiard St
Manassas St
Cee Ray Dr
Marlabee Dr
Elysian Fields Rd
S 11th St
Marbles Aly
B-1
B-3
R-2
R-4

O R D I N A N C E

STATE OF LOUISIANA

CITY OF MONROE

NO. _____

The following Ordinance was offered by Mr. _____:
who moved for its adoption and was seconded by Mr. _____:

Amendment to Chapter 37, Zoning, of the Code of the City of Monroe, Article III Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses to add the "Light Manufacturing" as a Permitted Use in the B-3, General Business/Commercial District

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WHEREAS, the City Council of the City of Monroe has this date held its Public Hearing with respect to the following proposed amendment to Chapter 37, Zoning, of the Code of the City of Monroe, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses to add the use of "Light Manufacturing" as a use by right in the B-3, General Business/Commercial District

WHEREAS, the applicant is requesting that the use of "Light Manufacturing" be added as a use by right in the B-3, General Business/Commercial. Light manufacturing is the manufacturing from previously prepared materials of finished products or parts, including processing, fabrication, assembly, treatment and packaging of such products, and incidental storage, sales and distribution of such products, providing all industrial activities are contained entirely within a building and noise, odor and smoke, heat, glare and vibration resulting from the industrial activity are confined within the building.

APPLICANT: City of Monroe (TAM 100-19)

WHEREAS, the City Council has further considered the recommendation of the Monroe Planning Commission recommending approval, on a 4-0-1 vote, and that the above stated Sections of the Code of the City of Monroe should be amended.

NOW, THEREFORE;

BE IT ORDAINED, by the City Council of the City of Monroe, Louisiana, in legal session convened, that Chapter 37, Zoning, of the Zoning Ordinance of the City of Monroe, Louisiana be and it is amended as follows:

AMEND:

ARTICLE III. USE DISTRICTS

TABLE 3.3: COMMERCIAL DISTRICTS PERMITTED AND CONDITIONAL USES

USES	DISTRICTS					USE STANDARDS
	B-1	B-2	B-3	CBD	B-4	
LIBRARY	P	P	P	P	P	
MAINTENANCE/REPAIR SERVICES		P	P	P	P	
MANUFACTURED HOUSING SALES LOT					P	
MANUFACTURING, LIGHT			P	Cm		
MEDICAL/DENTAL CLINIC	P	P	P	P	P	
MICROBREWERY					C	
MINI-WAREHOUSE		C			P	
MUSEUM	P	P	P	P	P	
OFFICE	P	P	P	P	P	
PARK or PLAYGROUND	P	P	P	P	P	

Key: P = Permitted Use; Cm = Conditional Use Permit, minor; C = Conditional Use Permit, major; (blank) = Not Permitted

BE IT FURTHER ORDAINED,

This ordinance was INTRODUCED on the 12th day of March, 2019.
NOTICE PUBLISHED on the _____ day of _____,

This Ordinance having been submitted in writing, introduced and published was then submitted to a final vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared ADOPTED on the _____ day of _____,

2019.

_____
CHAIRMAN

_____
CITY CLERK

_____
MAYOR'S APPROVAL

_____
MAYOR'S VETO

CITY OF MONROE PLANNING COMMISSION

Mayor James E. Mayo
Ellen Hill - PUD Director
Joanne Poret – Planning & Zoning Director

PUBLIC HEARING

CITY OF MONROE ZONING COMMISSION

MARCH 4, 2018 CITY HALL MONROE, LOUISIANA

RE: TAM 100-19

APPLICANT: City of Monroe
(Planning & Zoning Division)

MOTIONED BY: Mr. Carday Marshall

SECONDED BY: Mr. Jamin Hall

I move that the Monroe Planning Commission advise the City Council that after Public Hearing the Commission finds that changing conditions in the area ***are*** sufficient to justify the request an ordinance amending Chapter 37, Zoning, of the Code of the City of Monroe, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses, to add "Light Manufacturing" as a permitted use in the B-3, General Business/ Commercial District; repealing all ordinances in conflict herewith respect thereto and recommends the application be approved.

There was a majority vote for approval by the Planning Commission.

City of Monroe
Planning Commission

CASE NO.:	TAM 100-19
NAME OF APPLICANT:	CITY OF MONROE
ADDRESS OF PROPERTY:	N/A
COUNCIL DISTRICT:	N/A

Request:

A request to **amend** Chapter 37, Zoning, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses, to add "Light Manufacturing" as a permitted use in the B-3, General Business/Commercial District.

Positive Influences:

To allow light manufacturing uses in a commercial area that will not affect the surrounding structures or uses.

Comments/ Recommendations:

This is a request to **amend** Chapter 37, Zoning, Article III, Use Districts, Section 37-37 Commercial Use Districts, Table 3.3 Commercial Districts Permitted and Conditional Uses, to add light manufacturing as a use to the Commercial Districts table under B-3 – General Business/Commercial.

This amendment is intended to provide light manufacturing uses in areas zoned B-3, General Business/Commercial as a permitted use by right. Light manufacturing includes manufacturing from previously prepared materials of finished projects or parts, including processing, fabrication, assembly, treatment and packaging of such products, and incidental storage, sales and distribution of such products, providing all industrial activities are contained entirely within a building and noise, odor, smoke, heat, glare and vibration resulting from the industrial activity are confined within the building.

Options:

Approve the text amendment as presented.

Approve and amend the text amendment.

Deny the text amendment as present.

AMEND:

ARTICLE III. USE DISTRICTS

TABLE 3.3: COMMERCIAL DISTRICTS PERMITTED AND CONDITIONAL USES						
USES	DISTRICTS					USE STANDARDS
	B-1	B-2	B-3	CBD	B-4	
FUNERAL HOME/MORTUARY			P		P	
GAS STATION		P	P	P	P	
GOVERNMENT FACILITY		P	P	P	P	
GROUP/COMMUNITY HOME, SMALL	P					SECTION 37.92.I
GROUP/COMMUNITY HOME, LARGE	Cm	P				SECTION 37.92.I
HALFWAY HOUSE			C		C	
HOSPITAL			P	P	P	
HOTEL/MOTEL			P	P	P	
HOUSE OF WORSHIP, SMALL	P	P	C		P	
HOUSE OF WORSHIP, LARGE	Cm	Cm	C		P	
HOUSE OF WORSHIP, MEGA					P	
INDEPENDENT LIVING FACILITY		P				
KENNEL		P	P		P	
LABORATORY			P	P	P	
LIBRARY	P	P	P	P	P	
MAINTENANCE/REPAIR SERVICES		P	P	P	P	
MANUFACTURED HOUSING SALES LOT					P	
MANUFACTURING, LIGHT			P	Cm		
MEDICAL/DENTAL CLINIC	P	P	P	P	P	
MICROBREWERY					C	
MINI-WAREHOUSE		C			P	
MUSEUM	P	P	P	P	P	
OFFICE	P	P	P	P	P	
OFF-PREMISE ADVERTISING SIGN		Cm	Cm	Cm	Cm	
PARK or PLAYGROUND	P	P	P	P	P	

Key: P = Permitted Use; Cm = Conditional Use Permit, minor; C = Conditional Use Permit, major; (blank) = Not Permitted

ORDINANCE

STATE OF LOUISIANA

CITY OF MONROE NO. _____

The following Ordinance was offered by _____ who moved for its adoption and was seconded by _____.

AN ORDINANCE ADOPTING A BUDGET OF REVENUES AND PROVIDING FOR AN ESTIMATE OF ITEMS AND EXPENDITURES FOR THE FISCAL YEAR 2019-2020.

SECTION I. BE IT ORDAINED by the City Council of the City of Monroe, Louisiana, in legal session convened, that the estimate of the items of revenues and expenditures for the general fund and each of the special revenue and enterprise funds for the fiscal year beginning May 1, 2019 and ending April 30, 2020, a copy of which is attached hereto and made a part hereof, be adopted.

SECTION II. BE IT FURTHER ORDAINED, ETC., that by the adoption of the estimate of expenditures for the general fund and each of the special revenue and enterprise funds, or herein set forth, each item for each of the purposes therein stated, and the Director of Administration of the City of Monroe shall pay by preference and priority the appropriations herein made.

SECTION III. BE IT FURTHER ORDAINED, ETC., that this Ordinance shall take effect as the law directs.

This Ordinance was INTRODUCED on the ____ day of _____ 2019.

NOTICE PUBLISHED on _____ , 2019.

This Ordinance having been submitted in writing, introduced, and published attached hereto and made a part hereof.

AYES:

NAYS:

ABSENT:

And the Ordinance was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

_____
MAYOR'S APPROVAL

_____
MAYOR'S VETO

CITY OF MONROE
ANNUAL OPERATING BUDGET

GENERAL FUND

STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE YEAR ENDED APRIL 30TH

	2018 Actual	2019 Budget	2020 Proposed
REVENUES			
Taxes			
Ad Valorem	$ 7,974,634	$ 7,663,008	$ 7,931,010
Sales	36,843,648	35,859,176	37,004,290
Other taxes, penalties and interest	872,304	869,000	932,450
License, permits and assessments	2,829,534	3,439,668	3,046,036
Fees, charges and commissions for services	7,296,527	7,620,633	7,697,583
Use of money and property	53,369	36,400	152,400
Fines and Forfeitures	587,017	638,920	589,555
Other Income	185,068	562,400	182,841
Intergovernmental			
Federal Grants	921,169	126,253	608,434
State Grants	1,921,457	1,956,000	2,092,000
Local	1	30,000	-
Total Revenues	**59,484,728**	**58,801,458**	**60,236,599**
EXPENDITURES			
General Government			
Legislative	568,093	547,022	592,026
Judicial	2,807,644	2,705,663	2,976,144
Executive	878,545	847,102	925,217
Financial Administration	10,448,376	10,762,289	10,266,300
Other General Government	1,302,920	861,304	909,752
Public Safety			
Police	12,689,205	12,499,796	12,702,640
Fire	12,674,395	12,546,628	13,252,376
Public Works	9,809,659	9,099,457	9,075,017
Culture - Recreation	3,987,931	4,741,163	4,735,976
Planning and Urban Development	1,093,045	1,161,641	1,168,480
Economic Development and Assistance	-	-	
Capital Outlay	161,530	250,400	363,900
Debt Service	323,680	266,856	331,097
Total Expenditures	**56,745,023**	**56,289,321**	**57,298,925**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**2,739,705**	**2,512,137**	**2,937,674**
OTHER FINANCING SOURCES (USES)			
Transfers In	1,521,804	1,083,001	1,095,276
Transfers (Out)	(4,648,017)	(3,912,446)	(4,032,950)
Insurance Proceeds	556,819	-	-
Total Other Financing Sources (Uses)	**(2,569,394)**	**(2,829,445)**	**(2,937,674)**
NET CHANGES IN FUND BALANCES	**170,311**	**(317,308)**	**-**
FUND BALANCES - BEGINNING	**13,783,875**	**13,954,186**	**13,636,878**
FUND BALANCES - ENDING	$ 13,954,186	$ 13,636,878	$ 13,636,878

ORDINANCE

STATE OF LOUISIANA

CITY OF MONROE NO._____

The following Ordinance was offered by _____ who moved for its adoption and was seconded by _____:

AN ORDINANCE ADOPTING A CAPITAL IMPROVEMENTS PROGRAM FOR THE CITY OF MONROE AND PROVIDING FOR A DETAILED STATEMENT OF THE CONTENTS FOR A FIVE (5) YEAR PERIOD FROM MAY 1, 2019 TO APRIL 30, 2024.

SECTION 1. BE IT ORDAINED, by the City Council of the City of Monroe, Louisiana, in legal session convened, that after public hearing, the Capital Improvements as detailed in the attached document, which I made a part hereof, be and the same is hereby adopted as the City of Monroe Capital Improvements Program for May 1, 2019 to April 30, 2024.

SECTION 2. BE IT FURTHER ORDAINED, that the first year of the program shall be the Capital Budget for the City of Monroe for the year May 1, 2019 to April 30, 2020.

This Ordinance was INTRODUCED on the _____ day of _____, 2019.

NOTICE PUBLISHED on _____ and _____, 2019.

This ordinance having been submitted in writing, introduced, and published was then submitted to a final vote as a whole, the vote thereon being as follows:

AYES:

NAYS:

ABSENT:

And the Ordinance was declared ADOPTED on the _____ day of _____, 2019.

_____
CHAIRMAN

_____
CITY CLERK

_____
MAYOR'S APPROVAL

_____
MAYOR'S VETO

FIVE YEAR CAPITAL IMPROVEMENT PLAN
FOR THE FIVE YEARS ENDED APRIL 30, 2024
PREPARED FOR BUDGET YEAR 2019-20

PROJECT NAME	TOTAL COST	FOR THE YEAR ENDED APRIL 30, 2019-20	2020-21	2021-22	2022-23	2023-24
Street Improvements						
Maintenance	On going	$1,500,000	$1,500,000	$1,500,000	$1,500,000	$1,500,000
Hwy. 165 Connector - Phase I	$3,580,000	2,000,000	1,500,000			
Bridge Replace/Rehab/Repair - Multiple Sites	5,600,000	1,000,000	1,300,000	1,300,000		
Jackson St. Overlay	1,130,000					
Hwy 165 S Lighting	370,000	220,000				
Walnut St Overlay	1,006,000					
Hadley St Reconstruct	826,000					
	12,512,000	**4,720,000**	**4,300,000**	**2,800,000**	**1,500,000**	**1,500,000**
Sewer Improvements						
North Area Pump Station	2,316,000					
North Area Basin Rehab	3,690,000					
MR-04/05/07A2 & Jackson St. Sewer Rehab	3,500,000					
Digester Roof Replace	4,900,000					
Equalization Basin Rehab	4,000,000	500,000	2,000,000	1,500,000		
	18,406,000	**500,000**	**2,000,000**	**1,500,000**	**0**	**0**
Drainage Improvements						
Evangeline Outfall	1,195,000					
Georgia St. PS/Parker Ditch - Statewide Flood Program(S	5,430,000	200,000	2,700,000	2,230,000		
Rochelle PS - Statewide Flood Program	2,900,000					
Calypso PS	2,900,000	50,000	150,000	300,000	1,400,000	1,000,000
Oregon Trail protection levee	1,500,000	450,000	1,000,000			
Youngs Bayou Retention	6,867,000	200,000	600,000	2,000,000	2,000,000	2,000,000
	20,792,000	**900,000**	**4,450,000**	**4,530,000**	**3,400,000**	**3,000,000**
Water Improvements						
Hwy 165 Tank & Main	4,370,000	2,710,000				
Treatment Plant Expansion & Renovation	36,000,000	10,000,000	20,000,000	5,000,000		
Water Distribution System Improvements	26,000,000	3,000,000	3,000,000	2,000,000	2,000,000	2,000,000
	66,370,000	**15,710,000**	**23,000,000**	**7,000,000**	**2,000,000**	**2,000,000**
Fire Improvements						
Fire Station No. 5	1,830,000	150,000	1,680,000			
5 new pumper trucks	2,600,000		150,000	1,225,000	1,225,000	
	4,430,000	**150,000**	**1,830,000**	**1,225,000**	**1,225,000**	**0**
Sidewalk & lighting projects						
Enhance Gr - DeSiard	343,000		343,000			
Enhance Gr - Ph 2 Louisville	1,698,000	500,000	698,000	500,000		
Enhance Gr - Jackson St	1,022,200	1,022,200				
Enhance Gr - Winnsboro Rd	1,022,200		522,200	500,000		
	4,085,400	**1,522,200**	**1,563,200**	**1,000,000**	**0**	**0**
Airport Projects						
Capital Outaly Improvements (parking, lighting, landscapir	2,000,000					
Runway Drainage Repair	700,000					
Perimeter Road Rehab/Realignment Phase I & II	1,415,000					
South Ramp Rehab	420,000					
Runway Extension	8,000,000	1,600,000	1,600,000	1,600,000	1,200,000	
Taxiway Realignment	12,000,000	2,400,000	2,400,000	2,400,000	2,400,000	2,000,000
	24,535,000	**4,000,000**	**4,000,000**	**4,000,000**	**3,600,000**	**2,000,000**
I-20						
I-20/Garrett - Kansas Connector	35,000,000	1,500,000	3,500,000	10,000,000	10,000,000	9,000,000
Kansas Lane Connector	30,000,000	6,000,000	10,000,000	8,000,000	800,000	
Frontage Road Projects	13,500,000	3,000,000	3,000,000	2,000,000	1,260,000	
	78,500,000	**10,500,000**	**16,500,000**	**20,000,000**	**12,060,000**	**9,000,000**
	$229,630,400	**$38,002,200**	**$57,643,200**	**$42,055,000**	**$23,785,000**	**$17,500,000**